

**Trenton/Mercer CoC**  
**Data Committee Meeting Minutes**  
**Tuesday, April 19, 2016**

- 1. Welcome and Introductions** – Marygrace Billek called the meeting to order at 2:05pm.
- 2. Review March 15, 2016 Meeting Minutes** – Motion to approve minutes by Ann Schilling; Seconded by Rakima Carter; All in Favor to approve with changes. Correct item 4., fourth bullet (correct the spelling of important); Approved.
- 3. Housing Inventory Count Update** (Jay Everett)
  - Jay Everett working to finalize HIC, which is due the 1<sup>st</sup> week in May.
    - Members asked to complete the column entitled “Any other Federal Funding”
  - Jay or Vernett will send an email reminder. Jay E. thanked members for great data quality. Further advised that Monarch Housing is making a big push to ensure HIC data is reflected in HMIS.
    - Working with Foothold to ensure data matches in both databases with the exception of domestic violence.
    - Members encouraged to review data on Shelter Summary forms.
- 4. 2016 PIT Preliminary Report & APR**
  - All persons counted for sheltered and unsheltered. The total count is 465 persons – a 23% reduction in comparison to last year which was 600 people. Continuously seeing a reduction with families: 2015 = 57 and 2016 = 47.
    - There is a spike in chronically homeless in 2015 of 73 people, but this year there was a reduction to 20.
    - Marygrace B. shared that last year 147 people were housed through CEAS and 79 were veterans.
  - Erin informed members of a beta version of the APR that shows how the new report will look. There will be drastic changes to the report, however there is not a date certain as to when it will be finalized.
    - The report can be run by CoC.
    - It goes through regular UDEs and breaks down by number of people served
    - Report will include PIT information (i.e. total # of households served, demographics and outcomes)
  - The report is more in-depth and very granular

**5. CoC Project Monitoring Site Visits**

- Vernett apprised that CoC site visits begin on April 20<sup>th</sup>. The first stop is Oaks Integrated. The site visits will be used in the rank and review process, which looks at indicators that deem an individual homeless based on various program types.
  - Joanne will send the score sheet to everyone for self-monitoring
  - The tool will be reviewed next meeting
  - Members reminded that death impacts the system negatively

**6. Data Committee Survey Q & A – tabled**

- Bring the survey to the May meeting

**7. New Business**

- Catholic Charities will start using Biometrics on April 29th beginning with the Food Pantry Program.
- National Alliance on Homelessness Conference will be held in DC from July 26-28<sup>th</sup>.
- Erin will send-out information on important comment period relevant to the community.

**Meeting Adjourned**

**Next meeting May 17, 2016**