

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

1. **Welcome and Introductions** – Marygrace Billek called the meeting to order at 2:04 pm. Information shared regarding Abram Hillson's hospitalization.
2. **Review September 15, 2015 Meeting Minutes** – Motion to approve minutes by Ben Thornton; Seconded by Jackie Edwards; All in Favor with no corrections.
3. **January 27th – PIT Preparation**
 - Shelter count coming of HMIS and unsheltered count will be done through street outreach.
 - Shelter summary forms must be filled out and sent to Jay E. by 1/29/16.
 - Unsheltered training will be held on Thursday, January 21st at the Rescue Mission; Lunch will be provided.
 - Commissioner Connolly participating in Mercer's PIT.
 - HMIS data collection for the shelter will take place a week later to give people time to put all the data into HMIS.
4. **New Chronic Homelessness Definition (Webinar)**
 - Waiting to have Vernet's questions answered.
 - Rural public comment this is where they came out of. They said they put this out in July, but got no feedback.
 - Review of the new definition
 - Sharron B. spoke about reviewing it with staff and keeping it present on their desktop.
 - Discussion ensued about how to document homeless making sure people are in the HMIS system so the information is backed-up. We need to begin to figure out how to get the people who are on the street.
 - Foothold has updated the system so it asks the right questions. The consecutive 12 months is more complicated.
 - Erin will tell us when the availability will be on HMIS.
 - Discussion about the certification process.
 - If goal to end chronic homelessness is met move on to next prioritized population. Vernet said this process needs HUD approval. Must end chronic homelessness – meet functional zero to drop down to next priority populations.

5. AHAR Follow-up

- Joanne Locke thanked everyone for participation.
- Some issues related to household start and end dates for family members not being consistent.
- Some missing data related to permanent housing exit destinations.

6. System Performance Report

- Foothold has just released this report for HMFA or CoC level of data collection. A demo will be shown at the next Data committee meeting.
- Joanne L. noted the report is the first of its kind to show recidivism rate in the system.
 - Mary C. talked about a change to this system that gives current clients at the shelter a N/A instead of (0) for income.
- Joanne will email out the system report for people to review.

7. CoC Application Update

- A good deal of information was requested, which was unexpected and there were a lot of road blocks and issues that came along the way.
- Joanne L. and Vernet S. are going to begin to pull a process together to begin to gather some of this data ahead of time and make it more of a strategic process.
 - Sharron B. suggested a standard of participation for the meetings and publishing the compliance to the standard.

8. New Business

- Vacancy report pulled monthly by Joanne L. – verification gets done via contact with the program.

Meeting Adjourned

Next meeting February 16, 2015