Continuum of Care

Data and Performance Management Committee Meeting

June 20, 2018
1:30 – 3:00

CASA Training Room
Village on 17th
1505 E 17th. St.
Santa Ana, 92705

Notes

1. CoC Board Report
   a. Erin shared May’s CoC Board Report for feedback from the group. May’s CoC Board Report includes prior feedback received. Erin shared any changes made to the report, highlights for May, and areas for improvement (see slide 2 for more information).
   b. Erin stated that the future goal is to give each agency the capacity to run reports on Clarity for comparison. Elizabeth Andrade recommended sharing future CoC Board Reports to the Committee prior to meeting to allow agencies enough time to review the data.

2. HMIS Policies and Procedures Review
   a. Erin shared the Draft 2018 2-1-1 Orange County HMIS: Policies and Procedures document with the committee. Feedback that she has received was shared with the committee. Erin asked if the committee agreed that updates to the Policies and Procedures documents must be presented to the CoC Board for approval and adoption. The committee did not oppose the feedback recommendation.
   b. The committee also recommended adding a purpose, mission statement, and benefits to using HMIS to the document. Chair Elizabeth, Co-Chair Rose, and Erin agreed to discuss including the recommendations to the document and gathering feedback. The committee provided additional feedback, clarification questions, and minor grammar edits to the document.
c. There was a lot of discussion around HMIS Policies and Procedures: Section X: Data Release. Some members of the group felt that all CoC level data requests should be approved by the CoC Board prior to being released to the requestor, while others felt that the CoC Board only needs to approve data requests that met certain criteria. Erin recommended creating a data request form to further understand what the data will be used for, and to determine whether or not the request needs to be approved by the CoC Board (see slide 5 for more information). The group recommended the data request form for CoC Board approval, and also left the final decision regarding Data Release to the CoC Board.

3. Data Requests
   a. Requests for Pre-Approval
   b. OCUW Monthly Request
   c. Family Solutions Collaborative Analysis

The meeting ran past the allotted time, therefore, an update was not provided.

4. Clarity Migration Update
   a. The meeting ran past the allotted time, but Erin shared a slide with updates on Services and Case Notes, and a few updates on Coordinated Entry (see slide 6 for more information).

Next Meeting Date: July 12, 2018, 1:30 – 3:00