Continuum of Care

Data and Performance Management Committee Meeting

September 13, 2018

1:30 – 3:00

CASA Training Room

Village on 17th

1505 E 17th St.

Santa Ana, 92705

Notes

1. CoC Board Report
   - Erin shared updates, highlights, and room for improvement for August’s CoC Board Report. See slide 2 for more information.
   - Placements into Permanent Housing through CES will become available in the future and added to the CoC Board Report.

2. Data Release Policy
   - The Data Release Policy and Matrix recently approved has proven difficult to implement and the concerns were shared with the Data Committee. There was a recommendation to create a sub-set committee to update the matrix and possibly create a sub-set committee to approve data that is urgently needed. Elizabeth Andrade made a motion to create a small subcommittee that can speak for the Committee to approve data requests. Helen Cameron seconded the motion.
   - Five members of the committee will meet to consider amending the matrix and create a recommendation/plan and submit to the CoC Board for approval.

3. Data Request Updates
   - United Way’s request for data has been delayed due to the transition of the Coordinated Entry grant from 211OC to The County. Once proper staffing is in place at The County, requests will be provided continuously. Quarterly reports were also suggested due to the lack in staffing.
   - City of Santa Ana’s request for sheltered client data has had complications in capturing clients in projects with locations in multiple cities. The shelter committee may be notified to possibly support with finding a solution.
• The HMIS Team is working on a draft dashboard to publish the sheltered client data by city monthly.

4. HMIS Monthly Statistics

• High-level monthly HMIS statistics will be published at the beginning of each month. All information will be from the month prior. Visit ochmis.org – reports for the HMIS monthly statistics.

5. Project Performance Analysis – Permanent Supportive Housing/Other Permanent Housing

• The schedule and reporting periods have been updated for the project performance analysis and the new schedule was shared on slide 7. The next project type to be reviewed is Rapid Rehousing in November 2018.

• The data committee reviewed each measure of the Permanent Supportive Housing/Other Permanent Housing report and discussed thresholds and strategies to improve performance. Slides 8-16 contain descriptions for each data measure used in the analysis.

• Following the meeting, 211OC will email each agency their client level performance data with instructions on how to correct the data, as well as feedback from the group on strategies to improve performance. Next September, the data committee will compare the project’s performance over the past year and determine next steps.

6. Clarity Migration Update

• Due to the shortage of time, the update was not provided, the notes below contain slide 17’s updates.
  i. Services Migration
    1. 211OC is waiting for confirmation from BitFocus that the services migration has been completed
  ii. Coordinated Entry Migration
    1. BitFocus provided feedback on the CES exports we sent; we completed corrections and resent exports
    2. 211OC has completed the separation of family CES documentation so each document can be imported separately into Clarity; next step is to send BitFocus a test export to review
    3. CES Documentation for individuals and families should now be entered directly into Clarity; do not send documents to 211OC or the County

Next Meeting Date: October 11, 2018, 1:30 – 3:00