

Chicago Board of Directors
System Performance and Evaluation Committee (SPEC)

MINUTES

DATE: FRI, JUNE 10, 2016 START TIME: 10:04AM

MEETING CALLED BY	Andrea Dakin, Chair
NOTE TAKER	Kathy Booton Wilson, Co-Secretary
ATTENDEES	Gwendolyn Turner, Larry Smith, Adriana Camarda, Andrea Dakin, Kathy Booton Wilson, Mindy Taylor, Melvin Alexander, Robert Cunningham, David Melnick, David Mowery, Amanda Borta
QUORUM?	Yes.

Agenda topics:

INTRODUCTIONS	Andrea opened the meeting and welcomed attendees. Attendees introduced themselves.
REVIEW AND APPROVAL OF MINUTES	The group reviewed the minutes of the May 13, 2016 SPEC meeting. Andrea thanked Padma Thangaraj (in absentia) for taking the minutes. Andrea asked to add that the discussion of the System Performance Data Dashboard took place at the request at the Board of Directors. Kathy Booton Wilson moved to approve the minutes, and Robert Cunningham seconded. The minutes were approved unanimously.
APPROVAL OF AGENDA	The agenda was approved by consensus.
EVALUATION TOOL SUBCOMMITTEE REPORT	Kathy Booton Wilson reported on behalf of the Evaluation Tool Subcommittee. The subcommittee did a full review of the evaluation instrument at the last meeting. The group identified questions that will merit further discussion. The written document on the site visit process was updated and distributed. Under "Selection", bullet point 2, the phrase was amended to read, "Once an agency has received a site visit, they will not receive another site visit until every agency has been visited, even if they were previously visited as a low scoring project." The group discussed a concern that agencies that repeatedly score low will not receive an additional site visit. The group determined that projects that score at least 2 standard deviations below the average will still receive technical assistance. At the next meeting, the group will review the results of the feedback survey from agencies that completed the evaluation instrument in 2016.
PIT SUBCOMMITTEE	Adriana Camarda reported that the PIT Subcommittee met and began discussion of the methodology for the 2017 Point-in-Time Count. In June, the subcommittee will develop methodology. Additionally, Chicago was selected to participate in the Voices of Youth count of homeless youth over the summer. Focus groups will take place with homeless and non-homeless youth providers as well as with homeless youth.
CAIC UPDATE	No update at this time. A draft of recommendations regarding the Continuum of Care charter and possible amendments will be prepared in August 2016. Andrea expressed a desire for the SPEC Committee to have time to provide targeted feedback once the draft is released. Mindy Taylor reported that the Service Providers will hold a special meeting to discuss the conflict of interest issue, which is a pressing concern at this time.
SYSTEM PERFORMANCE DATA DASHBOARD	David Melnick reported on two metrics: <ul style="list-style-type: none"> • Exits from Street Outreach: David provided definitions of "Successful" and "Unsuccessful" exits. [See PowerPoint]. Permanent destinations are considered ideal, and temporary destinations are considered "successful", but not ideal. These definitions are HUD-defined. Amanda distributed the "Explanatory Note for Measures 7A and 7B" from HUD. [See Handout.] David emphasized that the number of people served in street outreach is relatively small. There was speculation about the drop in exits from street outreach from Q2 to Q3. Some of the large percentage changes were due to data clean-up. A question was raised as to why the number of people in street outreach spiked in Q1 of 2015. There were a small number of veterans, but the percentage of veterans who exited to permanent housing was much higher than that of the general population.

	<ul style="list-style-type: none"> • Placement in Permanent Housing: This metric includes people exiting from emergency shelters, interim housing and other temporary placements. David again defined “Successful” and “Unsuccessful” exits per HUD. There was a significant dip in Q3 of 2015 due to the inclusion of Pacific Garden Mission (PGM) in the data. 99% of the exits from PGM were “unsuccessful”. PGM data is needed in order to meet the required HUD percentage of bed coverage. A question was asked about establishing standards on exit data timelines from emergency shelters. There was some overlap of people counted under Street Outreach and those counted under ES/SH/TH/RRH. There was a question of integration between CRS and HMIS. There have been challenges in matching CRS and HMIS data. The AllChicago staff shared that there is no specific timeline for the merge of CRS and HMIS. Gwen Turner mentioned that people with low vulnerability scores in CRS are receiving letters stating that they will not be placed in housing. The group agreed to return to the conversation on data after reviewing the CoC Score Summary from HUD. 	
<p>COC SCORE SUMMARY</p>	<p>Amanda Borta reviewed a handout that compared the Chicago CoC scores with the scores of other nearby regions. [See Handout.] The area with the greatest need for improvement is System Performance. Some of the scores were broken out in greater detail on the Competition Debriefing document. [See Handout.] Some areas of improvement are:</p> <ul style="list-style-type: none"> • Incorporation of CHA into the CoC and adoption of a homeless preference in CHA units. • Ranking Criteria: HUD expects CoC’s to use performance-based criteria to evaluate and rank projects. An important question is whether the CoC is reducing homelessness, how it monitors performance, and reallocation of lower performing projects. HUD also prioritizes Housing First and targeting of resources to those who are most vulnerable. • Leveraging – The CoC did not receive points in this area. There was a suggestion that inclusion of homeless-dedicated public housing and Chicago Low Income Housing Trust Fund units would boost leveraging. Andrea suggested that a future meeting include an in-depth discussion on leveraging. David Mowery also suggested that some of the larger healthcare providers could provide value letters documenting the services that they contribute to the continuum. • System Performance: Amanda shared that the CoC received 2 out of 6 points on Length of Time Homeless. The addition of coordinated entry to the system may help to improve this outcome. The CoC will also need to further promote emphasis on chronic homelessness. <p>For Next Meeting:</p> <ul style="list-style-type: none"> • Each committee member is asked to read the CoC application on the AllChicago website and look for areas where the system score could improve quickly. • Focus on policy shifts that could be implemented quickly to improve our COC score. 	
<p>NEXT MEETING</p>	<p>Friday, July 8, 2016 at 10:00AM at CDFSS 1615 W. Chicago.</p>	
<p>ADJOURNMENT: 12:00PM</p>	<p>MINUTES SUBMITTED BY:</p>	<p>APPROVED BY:</p>
<p>The meeting adjourned at 12:00PM.</p>	<p>Kathy Booton Wilson</p>	<p>Committee – July 8th</p>