MID-WILLAMETTE VALLEY HOMELESS ALLIANCE

Performance and Evaluation Committee
Tuesday, March 1, 2022
MEETING MINUTES

ATTENDANCE		
Member	**Organization**	**Attended**
Chair: Josie Silverman-Mendez	PacificSource	Yes
Chris Bert	Oregon Housing and Community Services	Yes
Julie Conn-Johnson	SKSD McKinney Vento Program	Yes
Nichole Dickey	Catholic Community Services	Yes
Dede Hazzard	UGM Simonka Place	Yes
Christine Lewis	PacificSource	Yes
Michael Livingston	CANDO Neighborhood Association	Yes
Margie Lowe	Marion-Polk Early Learning HUB	Yes
Aryn Walker	Marion County Health and Human Services	No
Guests	Hunter Belgard, OHCS	
	Jan Calvin, MWVHA	

1. **Welcome and Introductions**
   Josie Silverman-Mendez called the meeting to order at 3:02 pm.

2. **Committee Administration – Josie Silverman-Mendez**
   a. Review and approve February 1, 2022, meeting minutes: Michael Livingston moved to approve the minutes. Seconded by Christine Lewis. Motion carried.
   b. Committee members introduced themselves and welcomed new member, Chris Berg.

3. **Emergency Solutions Grant (ESG) Training – Hunter Belgard**
   a. There are regular Emergency Solutions Grant funds allocated through Oregon Housing and Community Services to the Mid-Willamette Valley Community Action Agency.
   b. ESG-CV funds were a one-time allocation as part of CARES Act relief.
   c. The Consolidated Annual Performance and Evaluation Report (CAPER) shows project outputs.
   d. ESG funds cannot be used for homeless prevention.
   e. The MWVHA submitted a collaborative grant application for the ESG-CV funds. HUD approved the grant to begin July 1, 2021.
   f. Jan Calvin monitors the projects on a quarterly basis to ensure the projects are on track, and the HMIS administrator submits reports on behalf of all the grantees in a bundled report.
   g. There is a distinction between “new clients”, those enrolled between 7/1/21 and now, and “active clients”, those enrolled prior to 7/1/21 and still in the program. HUD wants “active clients” to be reported.
   h. CAPER information comes from HMIS data.
   i. Increasing coordinated entry numbers is important and not reflected in the CAPER.
   j. The CAPER will not show what’s missing in the system response, the Gaps Analysis should reflect data that is important in the system and not reflected in the performance reports.

k. Jan is working with the street outreach teams to increase number of client check-ins and the importance of keeping up with data entry.
l. Data quality is important. Programs are learning to ask all the HMIS questions to allow clients not to answer vs. leaving an answer blank. A blank answer is poor data quality. "Client doesn't know/refuses to answer" is the preferred data point.
m. The Performance and Evaluation (PE) Committee will be looking at the system performance measures (SPM) pertinent to the ESG-CV funded projects. Not all SPMs will be relevant and not all will have SPMs.
n. There are some gaps in funded programs not using HMIS and there are some programs that are not funded by the CoC/ESG that are using HMIS.
o. Street outreach and emergency shelter has increased since last year.
p. Review of the ESG-CV projects at the April PE Committee meeting – projects will be bundled by service type.
q. There are 10 organizations with ESG-CV projects. United Way is funded for HMIS so it will not be included in the project evaluations.
r. The PE Committee does not have to report or make recommendations if there is nothing identified to report.

4. **New Business – Updates from Committee Members**
   No new business.

5. **Adjournment** Meeting adjourned at 4:21 pm.

Minutes prepared by Lisa Trauernicht, MWVHA staff consultant. 3.13.22