Mid-Willamette Valley Homeless Alliance

Performance & Evaluation (P&E) Committee

January 3, 2023, 3:00 pm
MEETING AGENDA

Zoom:
https://us02web.zoom.us/j/85609514577?pwd=WlJ6RmJHN3BlbzAwM1g2c2p5cFRNQT09
Meeting ID: 856 0951 4577
Passcode: 006679

3:00	1. Call meeting to order Welcome and Introductions	Josie Silverman-Mendez, Chair
3:05	2. Workgroup Administration ▪ Review and approve December 6, 2022, meeting minutes (All) – ACTION ▪ Annual work plan	Josie Silverman-Mendez
3:25	3. Annual Performance Report ▪ Alliance board meeting: Thursday, January 12, 3-5 PM	Josie Silverman-Mendez, Jan Calvin
3:55	4. Program Review and Evaluation Template	Margie Lowe, Janet Carlson
4:20	5. New Business	All
4:30	6. Adjourn	

P&E Committee Membership	Future Meeting Topics
1. CHAIR: Josie Silverman-Mendez, Willamette Health Council **2.** Chris Berg, Oregon Housing and Community Services **3.** Dan Clem, Union Gospel Mission **4.** Julie Conn-Johnson, 24J McKinney Vento Program **5.** Michael Livingston, CANDO Neighborhood Association **6.** Margie Lowe, Marion & Polk Early Learning Hub **7.** Alisa Parker, Catholic Community Services **8.** Aryn Walker, Marion County HHS **Consultants:** Janet Carlson and Jan Calvin	• Data Dashboard • Program review planning • Training plan

Mid-Willamette Valley Homeless Alliance

PERFORMANCE AND EVALUATION COMMITTEE

Tuesday, December 6, 2022
MEETING MINUTES

ATTENDANCE		
Member	**Organization**	**Attended**
Chair: Josie Silverman-Mendez	Willamette Health Council	Yes
Chris Berg	Oregon Housing and Community Services	No
Dan Clem	Union Gospel Mission	Yes
Julie Conn-Johnson	24J McKinney Vento Program	Yes
Michael Livingston	CANDO Neighborhood Association	Yes
Margie Lowe	Marion-Polk Early Learning HUB	Yes
Alisa Parker	Catholic Community Services	No
Aryn Walker	Marion County Health and Human Services	Yes
Consultants and Guests	Tim Weese, Mid-Willamette Valley Community Action Agency	
	Jan Calvin, MWVHA Consultant	

1. **Welcome and Introductions**
   Josie Silverman-Mendez called the meeting to order at 3:03 pm.

2. **Committee Administration**
   Approval of 11/1/22 Minutes: Margie Lowe moved approval of the minutes. Dan Clem seconded the motion, which passed with one abstention (Michael Livingston).

   Project Review and Evaluation Template: Janet Carlson reported that she intends to convene the workgroup consisting of Margie Lowe and Alisa Parker before the holidays.

   Annual Work Plan Update: Josie noted that the annual work plan is scheduled for discussion in January. She will develop a draft plan for review. Margie raised the issue about the impact of losing COVID resources. Dan Clem cautioned about fitting committee goals into available capacity/resources. Michael added a similar caution for the annual work plan to be modest in expectations and only committing to activities that we must do, closely aligned with the committee's core responsibilities.

3. **Annual Performance Report**
   Josie presented an outline of the annual report and invited feedback. Part 1 will focus on projects funded by HUD CoC Program and ESG-CV dollars. Jan shared raw program data sets she had gathered for funded programs. Margie recommended making the PowerPoint headers "a headline," leading with the main point. Dan Clem added that with the Alliance board members as the key audience, it is important for presenters to "make it a story problem, not a math problem."

   Part 2 will focus on system performance. Josie stated that this section would encompass a summary of recent presentations to the P&E Committee. Michael noted the importance of calling attention to funded versus unfunded projects and asked if we are getting needed project applications during the annual funding process to fill gaps in services? Margie called out the complexity that underlies measures, with most being ratios. What does

change indicate in terms of program quality, quantity, and outcomes? We need to exercise caution in understanding the dynamics of the "math problem."

Michael added that the System Performance Measure data itself ought to prompt questions. For example, with returns to homelessness, which programs are doing better? And is the difference more related to program quality or client vulnerabilities? He cautioned against reading too much into surface-level outcomes.

Part 3 will focus on the committee's role with the review and ranking process and some of the takeaways that were generated from the most recent application review.

Josie will convene data workgroup members prior to the next committee meeting to refine the data and will bring back a PowerPoint presentation to the January committee meeting for final review.

4. **NOFO Debrief Discussion**
   Janet presented slides that illustrated items from the FY 21 and FY 22 Notice of Funding Opportunity (NOFO) applications to HUD, along with HUD scores for selected items from the FY 21 competition. Committee members offered ideas for items related to families being separated, collaboration with education agencies, and health care enrollment, among other topics. Janet emphasized that the NOFO application is an annual evaluation of the CoC's performance. She gave examples where the CoC's score on the NOFO application had a direct relationship to the likelihood of new dollars being awarded for community programs.

5. **New Business**
   None.

6. **Adjournment**
   With no further business, the meeting was adjourned at 4:35 pm.