MID-WILLAMETTE VALLEY HOMELESS ALLIANCE

MINUTES

Performance & Evaluation (P&E) Committee

Tuesday, March 5, 2024, 3:00-4:00 pm

Complete audio or video recording available on request
to staff@mwvhomelessalliance.org

ATTENDANCE		
Member	**Organization**	**Attended**
Ami Maceira, Chair	Willamette Workforce Partnership	Yes
Michael Livingston	CANDO	Yes
Margie Lowe	Marion & Polk Early Learning Hub	Yes
Aryn Walker	Marion County Health and Human Services	Yes
Elliott Lapinel	Community	Yes
Staff: Elaine Lozier, Executive Director, MWVHA		

1. **CALL TO ORDER, WELCOME, INTRODUCTIONS**

2. **WORKGROUP ADMINISTRATION**

3. **Information Report**
   Committee Member Recruitment–Ami Maceira
   Comments/Questions: Maceira, Lapinel, Walker, Lowe, Lozier, Livingston
   Agreed: adopt proposed text describing member responsibilities with amendment adding at the end of the first paragraph an example/parenthetical

4. **Information Report**
   ESG Monitoring Workgroup Update–Michael Livingston
   Comments/Questions: Maceira, Lapinel, Lowe, Lozier, Livingston, Walker

5. **Information Report**
   HMIS License Request–Elaine Lozier
   Comments/Questions: Maceira, Lowe, Lozier, Livingston, Lapinel
   From the chat: Maceira: We pay about 7,000 a year fyi

6. **Action Items/Adjourn Meeting**

Adopted

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Performance & Evaluation (P&E) Committee

Member Responsibilities

The Performance & Evaluation Committee is a standing committee of the Mid-Willamette Valley Homeless Alliance, which is our region's HUD CoC organization. The Committee has two primary responsibilities: (1) review and monitor CoC-funded and ESG-funded projects and (2) using aggregate HMIS (Homeless Management Information System) data and other relevant information, assess the overall performance of the CoC's homeless services delivery system and make recommendations for system improvements to the Alliance Board. For that reason, committee members should have experience with, or a keen interest in learning, data analysis and reporting (for example, identifying trends in data and making recommendations for further study/program modification).

The Performance & Evaluation Committee's work is essential to the integrity and success of the Alliance because it provides an objective basis for determining: (1) whether our homeless services delivery system is, in fact, ensuring that its limited resources are going to the most vulnerable homeless individuals in the community and (2) whether the resources being allocated are making a meaningful difference and are cost-effective.

The Performance & Evaluation Committee meets regularly once a month for one hour. In addition to the time required to prepare for and attend these regular meetings, members are expected to commit to working on at least one short-term-project work group each calendar year — for example, a work group established to review an ESG-funded street outreach project. The work group commitment is likely to require a minimum of 1-2 hours per week for 3-4 weeks, or until the assigned task is completed.

Adopted in committee: 3/5/24