

Evaluation Tool Subcommittee

MINUTES

DATE 7-21-16

START TIME 9:30AM

MEETING CALLED BY	Amanda Borta
NOTE TAKER	David Melnick
ATTENDEES	<p>Present: Kathy Wilson, David Melnick, Adriana Camarda, Otha Gaston, Perry Vietti, Kyu Yup Kim, Sherri Allen Reeves</p> <p>Absent:</p> <p>Guests: Mayon Yen</p> <p>Staff: Amanda Borta</p>

Agenda topics

REVIEW AND APPROVAL OF AGENDA	Consensus achieved	
REVIEW AND APPROVAL OF MINUTES	Minutes reviewed – no changes or corrections. Perry motions, Sherri seconds, approved	
2016 SITE PROCESS UPDATE	Site visit process on hold for July and early August for capacity issues. 2 have been completed. Rescheduled the July ones. 10 are still expected	
2016 EVALUATION PROCESS REPORT	<p>Funding for 1 project was reallocated ~160k. Overall, agencies that received technical assistance improved, with one agency not improving significantly. Possible partial reallocation for this project.</p> <p>Technical deficiencies were more of a problem this year. SPEC is looking into this issue</p> <p>PHwSS had the most trouble with performance outcomes, specifically having 85% of program participants without income at entry obtain employment.</p> <p>CH: Documentation can exist using HMIS, especially with respect to shelter stays</p> <p>Possibility from leveraging as a system, but no longer in the HUD application</p> <p>A few didn't spend down entire grant. Kathy mentioned that projects can be in trouble if they lose a staff person near the end of their grant year</p> <p>Appeals lower this year than in previous years – process was different. 111 in initial round. All thresholds appeals approved.</p> <p>January Evaluation moving forward – HUD has been threatening a spring NOFA, so January makes sure that we are done in time.</p>	
NEXT STEPS FOR 2017 EVALUATION	<p>Send to SPEC for their November meeting, so October meeting is last scheduled time at this point to look at Tool.</p> <p>Agency Component first, then break Project Component up later. Start actually developing next meeting. Expect that Agency Component won't take full meeting, but expect to look at highly appealed questions (narratives) and questions that everyone is successful on (participation in committees, can be a board member, maybe include all CoC meeting in some way, maybe credit for attending meeting, even without being a member). Amanda bringing other resources she has.</p> <p>August 18 – Agency (All Chicago)</p> <p>September 15 – Project minus performance (2 hour meeting, Interfaith 219 W Chicago)</p> <p>October 20 – Project performance (2 hour meeting, Thresholds)</p> <p>Review Agency Component before next meeting, Amanda will send some numbers out for next meeting</p>	
OTHER ANNOUNCEMENTS	Adriana – every 5 years the city goes out to contract for the PIT researcher. Happening now. Pre-PIT session tomorrow at City Hall	
ADJOURNMENT:	MINUTES SUBMITTED BY:	APPROVED BY:
11:00am	David	