

## System Performance and Evaluation Committee (SPEC)

MINUTES

DATE 5-13-16

START TIME 10:07AM

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| <b>MEETING CALLED BY</b> | Andrea Dakin   |
| <b>NOTE TAKER</b>        | Padma Thangaraj  |
| <b>ATTENDEES</b>         | Present: Andrea Dakin, Debbie Culpepper, Kathy Booton Wilson, Mindy Taylor, Gwendolyn Turner, Robert Cunningham, Padma Thangaraj, Larry Smith, Adriana Camarda, Melvin Alexander, Kyu Yup Kim; Jenny Hansen<br>Absent: Dorothy Yancy,<br>Guests: Consuella Brown, All Chicago; David Mowery, HOW Staff: Amanda Borta |

### Agenda topics

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| <b>WELCOME - APPROVAL OF MINUTES AND AGENDA</b> | Welcome and Introductions. No changes requested to the agenda. Larry moved to approve the March minutes and the agenda. Kathy seconded. Both were approved.  |
| <b>COMMITTEE UPDATES</b>                        | <p>a. Evaluation Tool Subcommittee – Kathy<br/>Site visit process – The subcommittee recommended a couple of changes, the most important recommendation was to increase the visits from 6 to 10. The time period for the visit will be from May to October. LEC was comfortable with this decision. After some lengthy discussion and clarification around improvements from last year’s site visit SPC was also comfortable with the 10 this year. Due to the timing of the SPEC meeting, SPEC couldn’t propose or look into changes around timeliness. Moving forward, SPEC requested that all recommendations/decisions made at the subcommittee be brought to SPEC for final approval before implementation.<br/>Additionally, SPC had requested the scores and supporting information be shared. Since SPEC (former HMV) had made a decision to not share these results and hence no information was shared at this time. Since this is a new request and requires some shift in thinking, SPEC feels there is a need to develop a foundation and training on how this information can be shared.<br/>A recommendation was set forth to conduct the peer mentoring separate from the site visits. Concerns around users needing more help to fill out the application was also shared. SPEC decided to table these discussions and proposed to have an informed discussion in October, based on learnings from the completed site visits.<br/>HMIS Site Visits – SPEC recommended that HMIS site visits happen independently since it falls outside of the scope of the Evaluation Instrument. The Evaluation Tool site visit will cover HMIS monitoring in relation to the tool.</p> <p>b. PIT Subcommittee – Adriana<br/>PIT results have been submitted through the HUD HDX. UIC is currently working on a draft report which the City will receive next week. The subcommittee has started working on refining the methodology. Chicago has been selected as a National Site for Youth Count this summer. More information to follow after planning.</p> <p>c. CoC Board Update – Andrea<br/>The two big take aways were the conflict of interest that CAIC is currently working on to resolve. Secondly, the Board recommended that SPEC take ownership of the System Performance dashboard and work with other committees to help inform the dashboard.</p> |
| <b>SYSTEM PERFORMANCE DATA DASHBOARD</b>        | SPEC discussed ideas around strengthening and management of the dashboard. Padma suggested that her staff will take a deeper dive into understanding the data better, 2 measures at a time. SPEC will also look into working closely with PAC on possible outreach/ advocacy efforts. Consuella suggested that one of the strategies could be to target ED’s at the providers to help facilitate some discussion. After some lengthy discussions, SPEC chose Measure 7 for deeper analysis. It was suggested that SPEC members send their questions to Padma by May 18 <sup>th</sup> .   |
| <b>MEMBERSHIP</b>                               | Desirie McKay is no longer a member and the At-Large seat is now open. SRHAC did not follow-up with filling up the seat. The Committee will work on possible nominations.  |
| <b>PHWSS – CRS/HMIS REFERRAL PROCESS</b>        | Amanda shared that about a year ago CRS had stopped accepting applications for PHWSS. The existing matches are no longer viable and hence the need to conduct reassessments. The CRS/HMIS workgroup, a workgroup of CASC has made a decision to allow for referrals to be sent through HMIS. This change requires an update in the PMC. This also impacts PHWSS spend downs which is a threshold question on the Evaluation tool and requires an update.   |
| <b>OTHER ANNOUNCEMENTS</b>                      | 2016 Evaluation Process: Appeals   |

**AND UPDATES**

1. The CA received 7 appeals of which 1 was never submitted to All Chicago. The new appeal was approved due to being Threshold decision. All other appeals were denied. The agencies were notified this week.
2. Mindy requested that current appeal process was not effective and efficient and must be revisited by SPEC. The Appeals process also revealed some repeat responses, which made it seem that there might be some flaws in the tool and may need some revisions.

## HUD Updates:

1. HIC/PIT data was successfully submitted.
2. Tier 2 announcement: All Tier 2 projects were fully awarded with the exception of the bonus project
3. CoC Registration: The HUD registration was released and submitted. This year was unique as the registration was released before the GIW. Amanda also encouraged the members to read the communication from HUD around the change in policies and the use of system performance measure in this year's application.

**ADJOURNMENT:**

11:56am

**MINUTES SUBMITTED BY:**

Padma

**APPROVED BY:**Committee – June 10<sup>th</sup>