



PIMIT Workgroup

Meeting Minutes

July 9, 2009

Items Relevant to Other Workgroups

- *HA&M workgroup:* The discussion related to the group's planned meeting around HPRP. It was decided that Paul will represent the interests of PIMIT at the meeting, because he is involved in the HMIS HPRP sub-group.
- *All workgroups:* The PIMIT team is working on creating guidance on how to create goals that are measurable, and supporting 10-year plans.

Attendees

Barb Ritter, Chair

Bruce Beaudoin

Marj Knurick

Stacey Varela

Andrea Kuhn

Cecil McNally

Nancy McCrohan, PPA

Scott Southard, PPA

Discussion Items

Updates

- Nancy began by explaining the changes around the Statewide Coordinating Team. An article is to be included in the next eNewsletter about it. The team has been canceled. Linda and Sally will be meeting twice a month to discuss the alignment of the programs instead.
- The team discussed the choice between Go-To Meeting and Webinar. While Webinars allow for the silent voting, the meeting attendance is usually small enough to not make that necessary. The team decided finally to stay with Go-To Meetings.
- The CBC workgroup is ready to share internal and external communication plans. The teams will be presented with the material in the next month.

HPRP Update

- Nancy discussed the attention to HPRP from the HA&M workgroup. HA&M recently invited other workgroup members to speak at a planned meeting with them about support, needs, etc. This is to support local implementation of HPRP.
 - It is taking place on the 17th at 3 PM. Barb asked about the setting of the meeting; it will be a conference call. Barb could not attend, but thinks Paul knows enough about HMIS to represent them in the meeting.
- Barb has been leading a large group of people to help prepare, on the HMIS side, for the HPRP work. Other people in the group include Stacy V, Andrea K, Bruce, Paul Bering. Mainly this is around creating ready-made forms that should help in meeting the recommendations of HUD. The team has reviewed older folders from such locations as Muskegon, Grand Rapids, Oakland, etc.

Action Plan Status

Action #1.4. Seek and support internal and external research partnerships.

- Barb explained to the team we will do another study with Dennis Culhane, regarding veterans who are homeless. This will explore differences and similarities between recent Iraqs vets and other veterans.
 - How are these veterans similar or different? The Veteran Program in Detroit may be interested in allowing their data to be incorporated. Andrea and Barb discussed the data and the impact of it going into a national study. The three basic categories for the review are: age gender and veteran status.
 - Barb will find out which years of data are needed.
 - The hope is to look at this issue all the way down to the CoC level. There will need to be local approval for this analysis. Makes it difficult, but not impossible.
 - Barb requested that this work be added to the Action Plan.

Action Item #1.1. Inventory data systems and identify data to share.

- There will be no presentation this month. Next month there may be a presentation on supportive housing.
- Barb noted that the graduation data is still missing on CEPI. It is on her to-do list.

Action Item #1.2. Identify and implement ways of sharing data through the Campaign to End Homelessness Web site.

- Barb recently had a meeting with Pace and Partners. Much of the Web site is ready to go (The data section is, for example). Barb said what she had seen was “neat” but needed additional work. The hope for this to go live early in August.

Action #1.3. Develop common strategies for measuring outcomes.

- A subgroup met to discuss this action item a couple of weeks earlier. The goal was to provide a tool to share with the workgroups around the measures that could be used in 10-year plans. The hope at this meeting was to check-in with the group and get their input on the direction of the work. Barb asked about good examples of 10-year plans.
- The group discussed drafts documents “crosswalk to performance measures” and “examples of measurable goals by common theme”. There was also a third document that is an example of a measure of political will, which the group had drafted a couple months ago.
 - There was discussion around what we want to accomplish with such documents, which elements would be useful, and whether it would be fruitful to combine the documents into one document.
 - Part of the discussion was about whether/how to point potential users to where data might already exist. These data might exist in HMIS, or locally. Berrien County’s plan was a focal point for the work, since measurement was clear in that 10-year plan.
 - It was recommended that more information be provided on the data source. Columns will be included in the excel document to discuss the baseline data, where it exists.
- Input from the other team members: What are good examples from the 10-year plans?
 - Cecil asked how this would relate to Continuums of Care. This would be a guidance document that can be used to define how to make goals measurable, where are sources of data. CoC could look at measures by common themes, and see if they want to adopt any

such measures into their plan. Cecil said that he saw similarities in the document and in his area.

- Andrea likes that it is broken down by themes and that examples are included. Specific sources are handy. She can see it being very useful in the different regions to think about what they want to measure.
- Andrea also noted that it would be nice if it could be in one spreadsheet, both on one document.
- We should build upon the “measures to common themes” document, and pull in additional information. Include example of measure; organize by themes. Barb says we could use other document as more detail on specific measures.
- So how to format? Andrea – Keep examples of measureable goals, add examples of measures, keep connection to themes. Reorganize the document to have column 1 = theme; column 2 = possible measures; and column 3 = sources of measures. Include baseline data, if possible, because good to have it all in one document.
- Nancy had gone back to review the goals of this action and believes that all three documents can be useful. (There was a discussion at one point to abandon work on one or two of the documents). Also, some of this work, Nancy noted, is related to 1.5 (below), some overlap. Shared understanding of measurements can support quality in programmatic efforts.
- Barb decided to have a “round robin” on the document. She will begin with the HMIS measures and some of the measures from the state databases, making sure that they are all under themes.
 - She will then pass the document on to Cecil. He would then look at his 10-year plan, comparing the measures. Then the document would go to Marj, followed by Stacey. Nancy will get it last to clean it up.
- Barb discussed the work Bruce in Detroit and Cecil are doing around measurements as an example of performance opportunities that could follow this work.
 - She noted as well that Muskegon has creative approaches around self-sufficiency matrix and other innovations operating there; coordinated care, for example.
 - We could develop a list of curricula and speakers related to performance improvement. Make that available to people that want to dovetail in with our work.
 - ◆ Barb will like to partner with Stacey and Jill from Oakland around case planning (a hot topic right now).
 - ◆ NSO (a large Shelter in Detroit) and their work was discussed as well (ID cards and streamlining workflow, almost entirely paperless). Andrea agreed on the success of their approach.
 - This could overlap with other workgroups, especially Training workgroup.

Action #1.5. Identify tools and data to support 10-year plan, and program/agency performance improvement and efficiencies.

- The group’s work in developing common strategies for measuring outcomes, as discussed above, is very much related to supporting 10-year plans and performance improvements. Barb’s goal is the same in that she wants to create an actual tool that can be passed to the other workgroup. Barb discussed the history around this point.

Assignments

- To build on the documents work, cross-referencing as much as possible.

- Crosswalking into the documents the primary HUD measures, supportive housing database, self-sufficiency, HMIS, etc.
 - Combine documents (examples with themes).
 - “Round robin” on the review of the document (see note above for order and work).
- Identifying tools to improve performance will follow crosswalk work.

Next Meeting

- Thursday, August 13, 2009, 2:00 p.m. to 3:30 p.m.