SDHHC
Policy Advisory Committee (PAC)
12/10/2020 Meeting Minutes

Members present
Alexandra Miller, Chair
Kim Hansen, Secretary/Treasurer
Montie Barkley
Mark Kiepke
Jamie Kirsch
Anny Libengood
Pauletta Red Willow
Kathy Rutten
Sherry Scudder
Joseph Tielke

Members absent
Anita Deranleau

Other attendees (SDHDA)
Davis Scofield
Stephanie Monroe
Denise Albertson

The PAC was met with a quorum today.

Agenda:

Meeting minutes from 11/12/2020. A motion was made to approve the PAC meeting minutes from 11/12/2020; all members were in favor.

HMIS NOFA update: Davis gave an update that the HUD VASH data was successfully uploaded into the HMIS test site. There is about a year left in the grant. Email from HUD last week regarding CoC Governance Charter and HMIS Governance Charter; we passed eight out of ten criteria. We will look at editing some of the language on the two areas that need improvement.

Microsoft Teams update opinions: Everyone should have received an invite to join Microsoft Teams. Sherry stated she has had some struggles but is working through this. Alex states that she is going to add a folder of the most recent copies of documents to prevent confusion. Anny also states she is having some struggles and needs to work with her IT Department in hopes of resolving this issue. Davis offered that once you are in the program it is very user friendly. We will continue to test this program out and Alex asked for input if people are struggling.

SDHIS Data Quality Plan for approval on updates (part of NOFA activities): Denise added HMIS administrator role, so there is a difference between agency and HMIS Administrator under 'Duties', as well as a few corrections under 'Incentives'. Alex asked for opinions regarding changes or if there are other changes needed. Sherry said she feels this is a good start and update. Jamie thought that changes made by Denise were appropriate, as far as addressing any concerns she had. Sherry talked about the importance of clarification, as far as not necessarily providing so much detail, but making what verbiage

there is clear. Jaime feels it is important to make the expectations clear regarding points of improvement and capacity building, suggestions for further improvement if necessary, next steps, and finally consequences for lacking data quality, and penalty. Davis said that Denise has done a great job of reaching out and mentoring struggling agencies and there has been much improvement in data quality. Alex updated comments on Teams as discussion and suggestions were happening. Denise logged onto the call from another meeting. Alex let her know of the discussion that was taking place and asked about this. Denise states that she does not think the clarification necessarily belongs under 'Incentives', but more under 'Roles and Responsibilities'. It was agreed that if the information is there, this may be better placement of the data quality. Denise pointed out that all this information will be updated again following the end user training. Kim made a motion to approve the document, Sherry made a second and all were in favor.

2021 PIT Count unsheltered options (HUD guidance on Teams platform): Davis gave an update on what the PIT committee decided as far as the unsheltered count. He said there has been excellent participation. There are two different bi-weekly planning committees taking place. HUD says housing inventory count and sheltered count will be the same as they have in the past. The unsheltered count is changing due to COVID-19. Davis is providing training videos to individuals across the state. As a CoC we are required to provide PPE to individuals who may be going out to do the count. Kits will be mailed out to volunteers and agencies. We can adopt changes for safety reasons this year. Davis shared his screen to show the updates to the survey. These alterations apply only to the unsheltered.

-observation only count is not the best option – not enough data points to make it effective, and the risk of duplication is high.
-brief survey count – simplified questionnaire with key demographic items.

We will not have as much information, but the belief is that this process will have the most accurate outcome. Timeframe for collecting data is January 26-February 1, 2021. Davis did express some concerns with certain groups of people collecting the data on their own, such as Law Enforcement, and whether it meets HUD guidelines. Part of the concern is whether individuals will be honest with persons of authority if they think the information may get them in trouble. Jamie said they do have a specialized unit of un-uniformed officers who are a huge part of their street outreach effort. Monte gave input that as an individual who was once homeless, that he feels the un-uniformed officers is the best route, as individuals may not be as forthcoming if they know these are Law Enforcement officers. Jamie shared further information regarding their process. Pauletta joined in via the phone, as her microphone would not work on her laptop. Pauletta said that not every city across our state has the same process as Rapid City and that in her area the trust would not be there for individuals to offer full disclosure to Law Enforcement. Pauletta expressed concerns with the lack of individuals of color being able to assist with the PIT count, so that people of color who are in a situation where they are homeless feel they have someone they can relate to. Discussion of rural areas utilizing their Law Enforcement due to a lack of manpower in the most rural of areas. Several of these items will not be able to be worked out by January, but there are many things that we are hoping to change by next year.

December 15, 2020 is the next scheduled Quarterly meeting of SDHHC: Davis went over the agenda for this meeting and asked that PAC members participate for collaboration.

CES Data and Overview Discussion: Stephanie has some information to present and will be offered at the Homeless Consortium, so this will not need to be tabled for our next meeting.

*Next meeting 01/14/2020 10AM MT/11AM CDT