

PLANNING & INVESTMENT | AUGUST 11, 2016

MEETING MINUTES

3:00 P.M. - 4:30 P.M.

CHIP, 1100 W. 42nd Street, Indianapolis, IN 46208

I. WELCOME AND INTRODUCTIONS – MARY JONES – 3:00 PM

A. In attendance: Gabie Benson, Rachael Candee, Delsie Cavanaugh, Lia Hicks, Mary Jones, Dan Melin, Kirk Taylor, Robby Slaughter, Tyler Stumm, Teresa Wessel, Alan Withey

II. PLANNING & INVESTMENT STRUCTURE - MARY JONES

A. Committee work plan (strategy grid) has been finalized by Lena Hackett, final copies are on the indycoc.org website

B. Discussion on future structure of meetings:

1. Regular review of work plan (strategy grid) progress, highlighting 2 or 3 areas of progress
2. Written report-outs on other committees regarding planning related items, to be prepared by CHIP staff
3. Regular discussion of progress on planning grant activities
4. Committee expressed preference to receive all meeting materials at least 5 business days (one week ideal) prior to the meeting. Including agenda.

III. SYSTEM AND PROJECT PERFORMANCE MONITORING

PROJECT PERFORMANCE MONITORING – MARY JONES

A. Committee discussion of how performance monitoring will be implemented in accordance with the policy and procedure

B. Committee suggested a number of options, but agreed that some best practice might include

1. Quarterly report to the committee of the project performance, pulled from HMIS
2. Agencies could also provide written feedback to Planning & Investment regarding their results, which would be discussed with the report

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3. Planning & Investment discussion could inform an agenda for a separate work group or task force of agencies receiving CoC dollars. Group would also meet quarterly and discuss lessons learned, outcomes challenges, and provide planning feedback
4. CHIP will lead the effort to maintain compliance with HMIS data standards within agencies, support/training as needed

SYSTEM PERFORMANCE – MARY JONES

- A. Separate from project performance, the policy has an outline for system performance.
- B. Committee asked Dan to please perform analysis of system performance measures, Dan will run several options to determine what provides the most accurate view of data and results.
- C. Committee was concerned about having enough time to perform satisfactory system performance reviews by the next NOFA
- D. Committee agreed that data should be reviewed at least two times prior to end of February, NOFA is anticipated as early as March
 1. Next system performance discussion will be at September meeting. Dan will send reports and be prepared to walk committee through reports at that meeting.

IV. NEW BUSINESS

OPPORTUNITIES FOR INVESTMENT DISCUSSION- ALAN WITCHEY

- A. Alan shared about the pressure the system will be facing after temporary funding ends for projects from Tier 2 that lost CoC money.
- B. Committee had brief discussion of how investment can become a regular part of committee discussion.
- C. Concerns regarding the current status of the charter revision does not allow for a new investment committee to be set-up separate from planning & investment, but it was suggested that a work group or task force could be developed by the committee.
- D. Committee determined it would continue to asses need for a separate group, whether it reports to the committee or is separate.

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PLANNING & RESEARCH OPPORTUNITIES- MARY JONES

A. Planning and Research Discussion

1. Mary expressed concern of the use of past data and research, and was interested in exploring how we can engage the many years of research the community has to inform more planning.
2. Committee discussed what planning best practices are in use in other communities.
3. Kirk shared information about Detroit and Cincinnati's use of data to make decisions and intensive planning for loss of CoC funds.

V. SEPTEMBER AGENDA IDEAS

A. Mary suggested the following agenda:

1. System Performance Measures with Tutorial by Dan
2. Quick NOFA recap (possibly a written report)
3. Brief Workplan update (also possibly a written report)
4. Status of Investment separate committee or task force discussion