

HMIS/PIT Committee – ETH Workgroup

May 8, 2014 11-11:30 am Go-To Meeting

Attendance:

Carrie Poser (ICA), Tami Frea (New Community Shelter), Ruthann Schultz & Meredith McCoy (YWCA of Coulee), Ryan Graham (ECIHN), Chris Lashock (ESFV), Lisa Haen (KHDS), Erin Evosevich (NEWCAP), Stacey Johnson (NWCSA), Michelle Arrowood (AVAIL, Inc.), Jessica Schafer-Locher (ECHO), Beryle Tofte (Youth & Family), Lisa Krenke (FAF), Amy Baumann (Safe Babies), Ginny Ormsby (Northwoods), Katie Morsch (ONP), Jennifer Allen (ICA)

Excused:

Kelley Bundy (TSA La Crosse), Melissa Schroeder (NCCAP), Melinda Tripp (TSA Wausau)

Absent:

Shonell Parker (Rusk County Lighthouse), Sue LeTourneau (TSA Burnett County), Kristen Wallace (CACSCW), Heather Bontreger (Southwest CAP), Brent School (TSA – HQ)

(1) Reminder - Attendance Policy

Each committee member is required to attend each meeting scheduled by the committee. If a committee member cannot make a meeting, s/he must notify the chair in advance and provide a reason. If a committee member does not notify the chair in advance, the absence will be considered unexcused. If a committee member has two unexcused absences in a calendar year, they will no longer be a committee member.

(2) Review Homework Assignment #2

#1 - Review the collated responses and identify common themes, developing a **top 8 list of factors** that should be considered when determining ranking/performance.

Then, of those 8 factors – highlight the ones that can be looked at with data and therefore this committee. Remember to be thinking about the 3 different types of programs: Shelter with Case/Care management, Prevention, and Rapid Re-housing programs.

#2 – Thinking specifically of shelters with case/care management, prevention programs, and rapid re-housing programs – write down some thoughts under each project type – What reports do we want sent in to us? What are we looking for?

#3 – Write down any questions you might have about the performance measures and/or standards for data entry. Write down anything we might be missing or additional thoughts you might have. Write down any thoughts/ideas generated from looking at the collated responses of the committee.

(3) ETH Certification Feedback

Discussed the application for ETH Certification. Overall a good process. Need to fix the signature page to clearly delineate applicant's signature and where a sub or lead should sign. Discuss whether the certifications should go back to the agency or the lead as well. Some sent their application for certification in on their own, other leads sent it in as a "package." Next year there should be some specification to how the letters of certification will be returned.

(4) ETH Application Feedback

The data component of the application has been challenging. Hope for more clear direction in the next application & reports in WISP that line up with the requests.

(5) Homework Assignment #3

Responses to Homework Assignment #2 will be collated and sent out for committee members to review.

Remember, the purpose of these assignments is to help establish a baseline for this workgroup to develop performance measures and data work-flow requirements/reporting requirements.

Deadline: _____

(6) Next Meeting(s) –

A doodle will be sent out for the next meeting – end of May/beginning of June.

***Minutes from this meeting will include the deadline for homework #3, the next meeting date, and the collated answers from Homework Assignment #2.**

Note:

A doodle was sent out in order to determine the next meeting date/time. As a result of feedback, the next workgroup meeting will be: **Thursday, May 29th at 1:00 pm.**

There was a delay in collating the homework, no deadline given for HW #3 – will be due prior to June meeting.

Current members of the ETH Workgroup (as of 4/8/14):

COC	Name	Agency	ETH-funded
Brown	Tami Frea	New Community Shelter	Yes
CAP			
Central			
Coulee	Ruthann Schultz Kelley Bundy	YWCA of Coulee TSA La Crosse	Yes Yes
Dairyland	Ryan Graham	ECIHN	Yes
Fox Cities	Chris Lashock	ESFV	Yes
Indianhead	Sue LeTourneau Shonell Parker	TSA Burnett County Rusk County Lighthouse	Yes Yes
Jefferson	Kristin Wallace	CACSCW	Yes
Kenosha	Lisa Haen	KHDS	Yes
Lakeshore			
North Central	Melissa Schroeder Melinda Tripp	NCCAP TSA Wausau	Yes Yes
Northeast	Erin Evosevich	NEWCAP	Yes
Northwest	Stacey Johnson	NWCSA	Yes
NWISH	Michelle Arrowood	AVAIL, Inc.	Yes
Ozaukee			

Rock-Walworth	Jessica Schaefer-Locher	ECHO	Yes
Southwest	Heather Bontreger	Southwest CAP	Yes
Washington	Beryle Tofte Lisa Krenke	Youth & Family Project Friends of Abused Families	Yes Yes
Waukesha	Amy Baumann	Safe Babies	Yes
West Central	Ginny Ormsby Katie Morsch	Northwoods Our Neighbor's Place	No Yes
Winnebagoland			
HMIS	Jennifer Allen	ICA	Yes
Other	Brent School	TSA HQ	Yes*