Data and Systems Improvement
Working Group Report to the Board
January 2024

Working Group: Data and Systems Improvement Working Group (DSIWG)
Champion: Lauren Boitel, Impact Nevada
Meeting date, time, and location: 1st Mondays at 8:30 am via WebEx
Next meeting: March 4th

Working Group: HMIS
Champion: Catherine Huang Hara, Clark County Social Service (CCSS)
Meeting date, time, and location: January 30th (4th Tuesdays) at 1:00 pm via WebEx
Attendees: Bitfocus: Kelly Robson, Sarah Escartin; CCSS: Ashley Brown, PJ Moore, Catherine Huang Hara; CPLC: Kristin Jones; Lived X: Donica Martinez, Martin Castro; NHA: Catrina Grigsby-Thedford; VA: Liz Jarman; HUD TA: Ashley Barker Tolman
Accomplishments - Action Items Completed:

- **Federal Reporting**
  - Longitudinal System Analysis (LSA) –annual report was submitted in January
    - Huge increase in data quality this year, waiting for HUD TA to respond regarding usability
  - Next round of overlapping enrollment notifications are going out quarterly beginning in January
  - Head of Household (HoH) enrollments go out quarterly beginning in February
  - System Performance Measures (SysPM) Annual Report opens on February 12th on the HUD Data Exchange (HDX)
  - 2024 Housing Inventory Count (HIC) and Point-in-Time Count (PIT)
  - Bitfocus has been sending out guidance to assist with Housing Inventory Count (HIC) data quality
  - Veteran Administration Supportive Housing (VASH) Quarterly Data Integration
    - Working with Eli for reporting, creating overlaps with primarily shelter providers
- **System Admin Updates**
  - Preparing for HIC and Sys PM reports
  - Refresher training on reports 101
  - Last training had 70+ people, followed by office hours
  - EVA: was helpful tool for finding data errors and points out better where corrections need to be made
- **Future Meetings**
  - Resume monthly meetings for 1 hour through June as agency applications are caught up

Next Meeting: February 27th

Working Group: Unsheltered Census Sub-Working Group
Champion: Catherine Huang Hara, Clark County Social Service (CCSS)
Meeting date, time, and location: January 8th (2nd Mondays) at 1:30 pm via WebEx
Attendees: CoH: Claudia Young, Jonathan Rodriguez, Ian Massy; CLV: Mario Guzman, Stephany Coaley; CNLV: Jason Lilly, Monica Caparas; CCGISIT: Edward Burmeister, Jackie Ramirez; CCSS: Catherine Huang Hara, Brenda Barnes, Brenda Herbstman, Mary Cannizzaro, PJ Moore, Tiffany Schmidt; HOSN: Alyssa Johnson, Louis Lacey; LVMPD: Dr. Annie Wilson, Sgt Steve Reese; HUD TA: Ashley Barker Tolman; NHA: Brittany Parker, Don Gripper, Dr. Catrina Grigsby-Thedford; NPHY: Allison Steinzor, Juletta Thiessen, Melissa Jacobowitz, Lanette Rivera; SJRC: Destiny Hutchison; SNAMHS: Jenny Huse; TJOP: Marisa Cervantes; VA: Kelly Rupp, Liz Jarman; CPLC: Kristin Jones; U.S. VETS: Louie Borrayo

Accomplishments - Action Items Completed:

- Methodology for 2024 Unsheltered Count
  - Single Survey—attempt to complete surveys during initial canvassing
  - Each Jurisdiction cover their entire geography
  - Focus on Outreach Team and Agency staff recruitment for coverage
- HUD Updates:
  - HIC/PIT Data Collection Notice https://www.hud.gov/sites/dfiles/CPD/documents/2024-HIC-and-PIT-Data-Collection-Notice-2023-11-02.pdf
    - Reflecting changes due to 2024 data standards
      - Race and ethnicity (multiple choice)
      - Gender (multiple choice)
  - HUD HIC/PIT Office Hours: January 10th 12:00-1:00 pm at Join the Office Hours on Webex

- Training Update
  - Final Documents are available
- Volunteer Recruitment
  - SignUp.com is now active for County and North Las Vegas sites
  - County recruitment of Outreach Teams and CoC Providers
  - Updates from Leads for Each Jurisdiction
    - City of Henderson: 52 volunteers – all internal
    - Clark County: 22 signed up
    - U.S. VETS – 17 staff and will recruit client navigators closer to the date (request for 20 gift cards)
    - VA: 28 volunteers – not registered yet
    - Anyone with lived experience who wants to help – they can get a $50 Walmart gift card.
    - CNLV: 12 volunteers.
    - CLV: 50 volunteers – all internal; all tracts distributed; training next week; all materials are printed out.
- Youth Count
  - Determining areas for coverage
    - Outreach Data – Alyssa provided outreach data of where youth are most frequently found and made recommendations for youth specific coverage.
    - Compare with data from last PIT count. Overlay with tract maps to identify specific hotspots for youth. NPHY will review and get back to Alyssa.
    - Survey
- Survey and Mapping Reminders
  - Jurisdictional Maps are available for pick-up
    - NLV picked up; LV printed out their own; Henderson has theirs
    - Marisa & Lou to coordinate with Catherine
  - Tract Maps are available in the shared drive.
    - Included excel spreadsheet with drivable miles
    - Geographic Focus Areas are listed as hot spots on each map
      - 911 Data from Fire Departments
      - Data from Outreach and Public Works Teams
    - Survey 123 should be downloaded when entering data for the count
  - Incentives of bus passes will be provided. McDonald cards are not available.
  - Important to get as many surveys done as possible which will assist with extrapolation formulas. The more surveys there are the more accurate the count will be.
    - Many communities have moved away from observational counts and only use data for people they communicate with. This impacts data quality and ability to deduplicate data. Not sure what is included in HUD reports.
    - Could have missing data (e.g. TAY ages 18 -24) if it's not asked for in survey.
    - Last year 65% were not able to be surveyed; 55% of able to be counted
    - Add to the survey – Consider adding an additional observational question: how many people appear to be between ages 18 and 24 at this site. The other questions have logic behind them. Consider providing training on how to do the observational portion of the survey. Is there a way to determine age based on a process?
      - Suggestion to do survey as we've done it in the past and then start Feb 1 to collect data in a more robust way that separates out youth / young adult under age 24.
      - https://files.hudexchange.info/resources/documents/PIT-Count-Methodology-Guide.pdf
  - Officers will be deployed from each site for security purposes only.

Next Meeting: February 12th