

SUBCOMMITTEE RESPONSIBILITIES - SUGGESTED REPORTING

SUBCOMMITTEE RESPONSIBILITY	REPORT	FREQUENCY	BY				
Review data quality reports and make plans to address identified issues	DATA QUALITY	QUARTERLY	LHCC Run by HMIS Lead Agency (self)	Review data quality reports and make plans to address identified issues	Q1. Report Validation Table 16 sub-questions Q2. Personally Identifiable Information (PII) 3.1 Name 3.2 SSN 3.3 DOB 3.4 Race 3.5 3.6 Overall Q3. Universal Data Elements (3.7, 3.10, 3.15, 3.16,3.8) Q4. Income and Housing DQ (3.12,4.2 = Start, Annual & Exit) Q5. Chronic Homelessness Q6. Timeliness (0-6 days supports Agency Agreement) Q7.Inactive Records: Street Outreach & Emergency Shelter	DATA QUALITY 1. BOS Complete 2. Client Level RUN BOS: DRILL DOWN TO CLIENT TO GUIDE EACH ORGANIZATION/LHCC	CHECK STANDARD OPERATING PROCEDURES (LYNNE) FOR BENCHMARK ON Q2. 3.2 Q3 3.15 - Family enrolled; head of household exits family still entered; family needs head of household Q4. 4.2 AT ANNUAL - ERROR IS % OF TOT ELIGIBLE W/ NO ANNUAL ASSESSMENT Q5. Don't overlook; make it accurate; review every quarter and you are within your 90 days of correction - past the 90 you must go to HMIS team Q6. Agency Agreement states agency enters within 5 working days of seeing client
Review System Performance measures and identify areas for improvement							
Assist in final review and submission of the System Performance Measures before they are submitted to HUD							
Identify and bring in additional data sources beyond HMIS to inform the homeless service system (DV, Healthcare, criminal justice data)							
Identify systemic issues in the area that could be addressed using other community resources.							
Identify additional training and resources that are needed to improve performance							
Assist agencies in reviewing and evaluating agency and project level performance							
Assist in preparing and submitting the HIC report							
Identify project type benchmarks for each area							
Report quarterly to the BOS Board							

STRATEGIC GOAL 2: WORKING TOGETHER TO MAKE HOMELESSNESS IN UTAH BRIEF

Priority Performance:Fewer days spent in emergency beds or shelter
 SPM Baseline:Length oftime persons remain homeless (SPM 1)
 Benchmark:Fewer than 20 days or 10 percent reduction from preceding fiscal year

Service Gaps Addressed:
 Affordable Housing, Permanent Supportive Housing and Emergency Beds
 Case Management

REPORT	FREQUENCY	BY	SPM #	SPM BASELINE	FFY18	FFY19	BENCHMARK
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SYSTEM PERFORMANCE MEASURES	MONTHLY	AGENCY LHCC	SPM 1	Length of time persons remain homeless (SPM 1) indicates that the average length of stay in an emergency shelter statewide in FFY18 was 52 days in FFY18. Benchmark will be reestablished using FFY19 SPM by spring of 2020.	52		Fewer than 20 days or 10 percent reduction from preceding fiscal year.
STRATEGIC GOAL 3: WORKING TOGETHER TO MAKE HOMELESSNESS IN UTAH NON-RECURRING							
<p>Priority Performance: Fewer persons returning to homelessness, and more persons successfully retaining housing</p> <p>SPM Baseline: The Extent to which Persons Who Exit Homelessness to Permanent Housing Destinations Return to Homelessness (SPM 2)</p> <p>Benchmark: Reduce by 10 percent from the preceding fiscal year</p> <p>SPM Baseline: Successful Placement in, or Retention of, Permanent Housing (SPM 7)</p> <p>Benchmark: Utah's average meets or exceeds FFY17 Western CoC average of 93 percent</p>							
<p>Service Gaps Addressed:</p> <p>Affordable Housing, Permanent Supportive Housing and Emergency Beds</p> <p>Case Management</p> <p>Available Transportation</p>							
REPORT	FREQUENCY	BY	SPM #	SPM BASELINE	FFY17	FFY19	BENCHMARK
SYSTEM PERFORMANCE MEASURES	MONTHLY	AGENCY LHCC	SPM 2	The Extent to which Persons Who Exit Homelessness to Permanent Housing Destinations Return to Homelessness (SPM 2). In FFY17 an average of 34 percent of persons who exit homelessness to permanent housing destinations return to homelessness. Benchmark will be reestablished using FFY19 SPM by spring of 2020.	34%		Reduce by 10% from the preceding fiscal year
SYSTEM PERFORMANCE MEASURES	MONTHLY	AGENCY LHCC	SPM 7	Successful Placement in, or Retention of, Permanent Housing (SPM7). In FFY17, on average Utah CoC's had 89 percent of persons who were housed in permanent housing projects other than rapid rehousing exited to or retained permanent housing.	89%		Utah average meets or exceeds FFY17 Western CoC average of 93 percent.
STRATEGIC GOAL 4: WORKING TOGETHER COLLABORATIVELY							
REPORT	FREQUENCY	BY	SPM #	SPM BASELINE			BENCHMARK
STRATEGIC GOAL 5: WORKING ADDRESS HOMELESSNESS IN ALL OF UTAH							
REPORT	FREQUENCY	BY	SPM #	SPM BASELINE			BENCHMARK