

Data & Performance Committee Agenda
Wednesday, 02/18/2026
2:00pm – 3:30 pm

Location: TEAMS meeting: [LINK](#)

Present: Lisa Snipes, Julie Burdick, Dina Hillard, Christina Saenz, Chris Madsen, Aida Beslagic, Tonya Latson, Scott Austgen,

Agenda Item	Discussion	Conclusion	Next Steps
Welcome and Minutes	<p>Identify minute taker.</p> <p>Review and approval of previous meeting minutes.</p>	<p>Becky Sutton will take notes</p> <p>Motion to approve minutes Christine Madsen second Scott Austgen.</p>	
Updates	<p>WellSky contract</p> <p>HUD/Federal Partners</p>	<p>WellSky contract renewed in Nov 2025. No changes. Process to schedule 2026 7-year purge.</p> <p>Contract renews every Nov 1st.</p> <p>Longitudinal Systems Analysis (LSA) has been submitted. Warning flags had to do with length of time (LOT) in Emergency Shelter (ES) and exit destination data quality (DQ) with Permanent Housing (PH) as well as ES. DuPage Housing Authority (DHA) had a higher error rate for PH exits. Person who worked with HMIS to add information left DHA. First time we were flagged for this issue.</p> <p>Entered as ‘unable to fix that data quality type’</p> <p>System Performance Measures (SPM) – we are in the reporting period now. Resubmitted 2023-24 data and looking at 24-25 data. Due date is early March.</p> <p>Point-in-time (PIT) and Housing Inventory counts (HIC) will be due sometime after SPMs are completed. Date is usually sometime in April.</p> <p>HUD is working to get all manuals back online. Program Specific and HMIS Admin specific information is slowly</p>	

		<p>reappearing.</p> <p>Data Dictionary and Data Standards Manual are on the HUD website.</p>	
SOP: Data Standards and Quality	<p>Monitoring Visits Updates</p> <p>SOP proposed changes</p> <p>Year to Year Data Quality Report</p>	<p>Becky spoke to agency site visits conducted in the summer of 2025. Apparent social security number (SSN) and Annual Assessments DQ issues.</p> <p>Standard Operating Procedures (SOP) proposed changes sent out with meeting invite and agenda. Our area's victim service provider (VSP) has requested access to the comparable database. We have access to a comparable database with our Northeast Illinois (NIL) HMIS implementation with the Alliance to End Homelessness in Suburban Cook County (subcook). Only three individuals will have admin access to the database (Julie Burdick (DuPage), Peggy Troyer (subcook), and Lynn Suchwalko(subcook)). New proposed language surrounding the addition of the VSP. Our assistant state's attorney has already approved the added language.</p> <p>Added language addressing the need for balance between DQ importance and the right of the client to not answer questions noted in the SOP.</p> <p>Name DQ. If a user creates an anonymous client by accident, the client will forever be flagged as a naming error, because the name was not there at record creation.</p> <p>Since Sex is a new data field, we have not started measuring DQ. We will begin measuring DQ on Sex in the next year. Proposal to use 5% error rate for Sex. The same as gender.</p>	<p>Becky will be sending out reminders to Agency Data Administrators (ADAs) of which clients are due for their Annual Assessment in the hope of addressing the annual assessment issues.</p> <p>Julie to talk with VSP about proposed changes.</p> <p>Julie to pull data and look for Baseline threshold for HP Exit Assessment.</p> <p>Decision to vote electronically on pending items.</p>

		<p>Tonya asked about the need to add thresholds for local data elements. Julie mentioned it might be nice to have a threshold for those data elements that are currently reported on (e.g. AMI and Client Zip code).</p> <p>Coordinated Entry (CE) Assessment needed to count clients as part of the CE system. Suggestion to use 5%, however, HMIS admin consistently check and correct issues with CE Assessment monthly. By the time the DQ is pulled the errors may already be corrected. Hard to hold agencies accountable.</p> <p>Proposal to remove the threshold from Gender data element as it will no longer be part of the HUD Data Standards. Gender DQ will no longer be measured through canned reports such as APR.</p> <p>Housing assessment at exit for HP. Suggestion for doing a baseline measure to best decide a threshold.</p> <p>David sent out Year to Year DQ spreadsheet. Show a jump in SSN DQ issues. Increase in SSN DQ shown in SO, ES, and CE.</p> <p>Annual Assessments are still showing significant DQ issues.</p> <p>SPM shows an increase in income as a measure. Therefore, those clients without an annual assessment completed in the correct timeframe will not show an increase in income.</p> <p>Tonya commented on the Income error rate is large across the board, but the number in HP seems high. 174 people in HP over 365 days. Julie mentioned that Bridge Communities' program is called Transitional Housing (TH) but doesn't</p>	
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		<p>qualify for HUD TH status. Therefore, the program is classified as Homeless Prevention (HP).</p> <p>SSN are used for client unique identifiers that is used to help de-duplicate clients, Client has the right to say no or possibly do not have a SSN.</p>	
Other	<p>Homeless and Poverty Data Dashboard</p> <p>HMIS Data Support available for insights/impact reports</p>	<p>Demonstration on the Community Analysis Dashboard on the CoC website.</p> <p>If there are any data points you would like to speak to or present to the community. Please reach out to the HMIS data team.</p>	
Future Meetings	<p>Next Agency Data Administrator Training: 3/27 @ 1 pm</p> <p>Next Data & Performance Committee Meeting: 5/20 @2pm</p>		