



# Workforce & Economic Opportunity Workgroup Minutes

DATE: Friday, February 2, 2018

TIME: 10:00 AM – 11:30 AM

LOCATION: Lincoln Building  
Willamette Conference Room  
421 SW Oak Street  
Portland OR 97204

ATTENDEES: Bill Boyd, Caitlin Campbell, Katie Dineen, Kaytee Evans, Tim Finnegan, Patrick Gihring, Tiana Hammon, Nancy Jason, Vivian Lackey, Andrew McGough, Maddie Norman, Stephen Richard, Blair Schaeffer-Bisht, Stacey Triplett.

## MEETING DISCUSSION

Homeless Information Management System (HMIS) Data Management (Data In) Committee Recommendations

- The Workforce and Economic Opportunity Workgroup (WEO) Data Subcommittee led the group to discuss recommendations for ServicePoint
  - Recommendations to be sent to the Data In Committee, A Home for Everyone (AHFE) Coordinating Board subcommittee, for implementation into ServicePoint before July 1, 2018.
    - Purpose Statement: As a homeless services network we want to better articulate the need for employment services.
    - The WEO Data Subcommittee recommends adding a direct question to capture this.
      - “Do you need support with improving your employment situation?”
        - ◆ Question: Are we asking all adults in the household?
          - The Data In Subcommittee would implement the question.
          - What this will look like has not yet been decided.
    - *Suggestions raised in this discussion include:*
      - Cross reference the answer to the proposed question with disability and income source information provided by client.
      - Training on asking this question and clarification on what we’re trying to capture.
      - Host an open house information session on the workforce supports that currently exist in our community.
        - ◆ What does access to each program look like?
        - ◆ Each organization has different access points.
    - *Questions raised in this discussion include:*
      - How effective is a client focused question to ground advocacy around identifying a need?
      - Is adding the proposed question the right way to identify employment need?
        - ◆ Sampling could help set a baseline for employment need.
      - Worksystems has an economist that may be able to support in this.
        - ◆ This would help identify the employment need through a process similar to the Street Count.
        - ◆ It does not seem like adding the proposed question would be burdensome.

- Seattle organization has an employment survey and could connect with their team and discuss development of the survey and referral system.
- WEO Data Subcommittee to discuss recommendations further.
- What does access look like for employment supports system wide?

#### WEO Employment Program Inventory

- The group focused discussion about converting the program inventory into a client-facing interface.
  - What would this look like and what information fields are needed?
  - It could be posted to the AHFE website for utilization.
- The group requested that a link for the Economic Opportunity Program (EOP) video: <https://www.youtube.com/watch?v=qZozAXEWeaM&feature=youtu.be>

### ACTION ITEMS

#### ITEM

1. Add “Outreach Discussion” on next month’s agenda
2. Review Homeless Management Information System (HMIS) recommendations for the Data In Committee
3. Add “Employment Related Daycare (ERDC) for Economic Opportunity (EOP)” to March agenda

#### ASSIGNED

Rhea Graves  
WEO Data Subcommittee  
Patrick Gihring

### NEXT MEETING

Friday, March 2, 2018  
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