1. Meeting Materials

Documents:

JANUARY 10, 2018 PRESENTATION.PDF JANUARY 10, 2018 AGENDA.PDF

Welcome! HMIS Agency Meeting Administrators

Wednesday, January 10, 2018

Created by: Crystal Balogh, HMIS System Administrator

Order of Business

- ➤ 2018 HMIS Agency Administrators Meeting Schedule / 2018 HMIS New User Training Schedule can be found on OCED County Website by using the following links:
 - http://www.ewashtenaw.org/government/departments/community-and-economicdevelopment/human-services/hmis/hmis-agency-administrators
 - http://www.ewashtenaw.org/government/departments/community-and-economicdevelopment/human-services/hmis/hmis-new-user

Order of Business Cont.

- ► HMIS User Audit Report
- ▶ 2017 Required Assessment's according to Project Type
- Quarterly DQ Plans are due to be submitted on January 31, 2018 by COB
 - ▶ DQ Plans must be submitted for each program, however the programs may be ran through a Group Report in HMIS
 - Minor revisions to the location of the report

HMIS System Administrator Updates / Reminders

- MCAH has updated the RHY Street Outreach Workflow Training and the RHY Basic Workflow Training
- MCAH has updated the Basic Privacy Training
- All trainings can be completed using the MCAH Training Site http://mihomeless.org/index.php/user-resources/michigan-users
- ▶ 2017 MSHMIS Operating Policies and Procedures Schedule
 - ▶ Final Draft comments due December 15, 2017
 - MSHMIS Final Draft released by end of January 2018
 - Washtenaw County revision and release: TBD
- Washtenaw County HMIS Sharing QSOBAA is in final stages
 - ▶ HMIS Sharing QSOBAA expected to be sent out to ED's by the end of January 2018

2018 Washtenaw County PIT / HIC

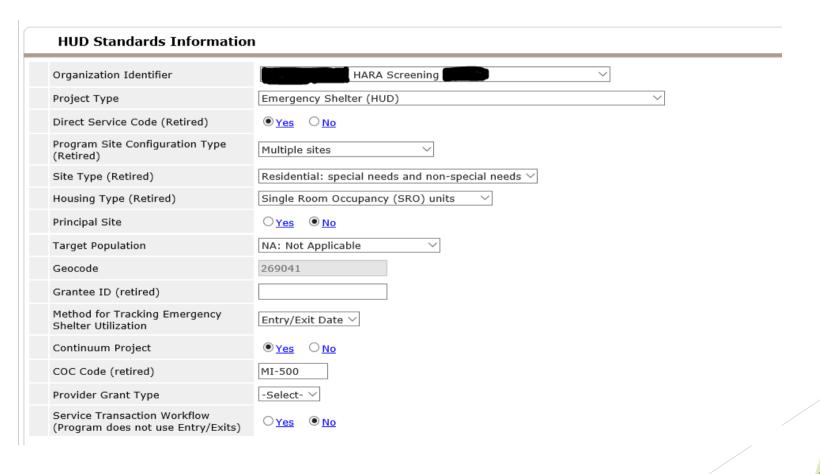
- ▶ 2018 PIT- the <u>unsheltered count</u> will occur on the morning of Thursday, February 1st from 4-8am.
 - ► Currently recruiting volunteers; to register, please contact System Administrator.
- ▶ 2018 PIT- the <u>sheltered count</u> will occur on Wednesday, January 31st
 - ▶ Data must be entered into HMIS in real-time the week on the PIT count
 - ▶ Each agency will be contacted to confirm sheltered count
 - HMIS report will be ran on February 1st

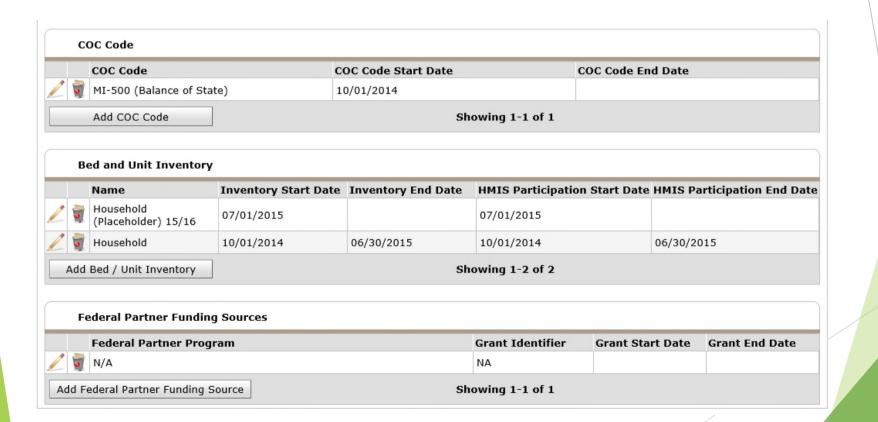
2018 Washtenaw County HIC

The following information will be captured by agencies and HMIS reports:

- Provider Project
- Geo Code
- # of New Projects Added
- Bed Type (Facility Base Voucher, Multiple Site, etc.)
- Target Population (DV etc.)
- Beds dedicated to: (Youth, CH, Vets, etc.)

- Bed vs. Units
- # of Year Round Beds
- # of Seasonal Beds
- # of Overflow Beds
- Total # of Beds Occupied the Night of the PIT Count





		COC Code		COC Code Start Date CO 10/01/2014		COC Code End Date		
1	MI-500 (Balance of State)		State)					
		Add COC Code		Showing 1-1 of 1				
	В	ed and Unit Invento	гу					
		Name	Inventory Start Date	Inventory End Date	HMIS Participa	tion Start Date	HMIS	Participation E
-	W	Hoiuseholds Jan 17 PIT	01/01/2017		01/01/2017			
0	W	Household (Placeholder) 15/16	07/01/2015	12/31/2016	07/01/2015		12/31/	2016
-	1	Household	10/01/2014	06/30/2015	10/01/2014		06/30/	2015
Add Bed / Unit Inventory				Showing 1-3 of 3				
	F	ederal Partner Fundi	ing Sources					
Federal Partner Program					Grant Identifier	Grant Start	Date	Grant End D
					NA			

Of Particular Importance:

- If your project is a Permanent Housing type, make sure the appropriate PH category is selected. Remember, Rapid Rehousing is now considered a category of Permanent Housing.
- ► Provider Grant Type: Make sure to select the correct option where appropriate. (HOPWA, PATH, RHY, SSVF)
- Make sure you have entered the correct CoC codes for all of your projects.

2017 AHAR

Common Themes:

- ► Inaccurately entered DOB's
- ▶ PLS and Housing Category out of alignment
- ► Usage of Safe Haven instead of ES
- ▶ Vet status not answered

HMIS Reporting Updates

- ART Reports (Archives Folder)
- APR
- CAPER



HMIS Workflows

- Social Security Numbers
- Adding Newborns / Additional HH members using current workflow

Questions & Open Discussion

See you all at the next meeting!

Next Meeting:

Date: March 14, 2018

Time: 2:30 P.M.

Location: LRC Erie Tech Lab



Collaborative solutions for a promising future

Washtenaw County HMIS Agency Administrators Meeting Agenda

Date: Wednesday, January 10, 2018

Location: Erie Tech Lab Room (2:30-4:00 pm)

Item	Description	Presenter
1	Introductions & Agency Updates/Staff Changes	All
2	Order of Business — 2018 HMIS Agency Administrators Schedule — 2018 New User Training Schedule — HMIS User Audit Report — Quarterly DQ Plan-Updates	Crystal
3	HMIS System Administrator Updates / Reminders — RHY Street Outreach Workflow Training — RHY Basic Workflow Training — Privacy Training Updated — 2017 MSHMIS Operating Policies and Procedures — HMIS Sharing QSOBAA — PIT/HIC — UDE- Bed/ Unit — 2017 AHAR	Crystal
4	HMIS Reporting Updates — ART Reports (Archives) — APR — CAPER	Crystal
5	Workflows — Social Security # — Adding a newborn/ new HH member using current workflow	Crystal
7	Questions & Open Discussion	All
8	Next Meeting: Date: March 14, 2018 Time: 2:30 P.M. Location: LRC Erie Tech. Lab	All

Collaborative solutions for a promising future

415 West Michigan Avenue · Second Floor Ypsilanti · MI 48197 Phone|734.544.6748 Fax|734.544.6749 Website|www.ewashtenaw.org/oced

Thanks for Attending!

NOTES:	