1. Meeting Materials

   Documents:

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

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-economic-development/human-services/hmis/hmis-agency-administrators

   ▶ http://www.ewashtenaw.org/government/departments/community-and-economic-development/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

Updating Bed/Unit UDE's

Updating Bed/Unit UDE's

COC Code

		COC Code	COC Code Start Date	COC Code End Date
✏️	🗑️	MI-500 (Balance of State)	10/01/2014	

Add COC Code	Showing 1-1 of 1

Bed and Unit Inventory

		Name	Inventory Start Date	Inventory End Date	HMIS Participation Start Date	HMIS Participation End Date
✏️	🗑️	Household (Placeholder) 15/16	07/01/2015		07/01/2015	
✏️	🗑️	Household	10/01/2014	06/30/2015	10/01/2014	06/30/2015

Add Bed / Unit Inventory	Showing 1-2 of 2

Federal Partner Funding Sources

		Federal Partner Program	Grant Identifier	Grant Start Date	Grant End Date
✏️	🗑️	N/A	NA		

Add Federal Partner Funding Source	Showing 1-1 of 1

Updating Bed/Unit UDE's

COC Code

		COC Code	COC Code Start Date	COC Code End Date
✏	🗑	MI-500 (Balance of State)	10/01/2014	
Add COC Code			Showing 1-1 of 1	

Bed and Unit Inventory

		Name	Inventory Start Date	Inventory End Date	HMIS Participation Start Date	HMIS Participation E...
✏	🗑	Hoiuseholds Jan 17 PIT	01/01/2017		01/01/2017	
✏	🗑	Household (Placeholder) 15/16	07/01/2015	12/31/2016	07/01/2015	12/31/2016
✏	🗑	Household	10/01/2014	06/30/2015	10/01/2014	06/30/2015
Add Bed / Unit Inventory				Showing 1-3 of 3		

Federal Partner Funding Sources

		Federal Partner Program	Grant Identifier	Grant Start Date	Grant End Da...
✏	🗑	N/A	NA		
Add Federal Partner Funding Source			Showing 1-1 of 1		

Updating Bed/Unit UDE's

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

Office of Community & Economic Development

Collaborative solutions for a promising future

415 West Michigan Avenue · Second Floor
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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

**OFFICE OF COMMUNITY &
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Thanks for Attending!

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