# MID-WILLAMETTE VALLEY HOMELESS ALLIANCE

## HMIS Users Workgroup

Tuesday 03/11/2025 2:30 – 3:30

Agenda

Location: Hybrid, Mid-Willamette Valley Council of Governments-100 High St SE, Salem

Zoom Link: https://wesd.zoom.us/j/99816020094?pwd=SM7pFFrxbGAlLaeB3laWTDGSDKNVu1.1
Meeting ID: 998 1602 0094
Passcode: 057658

| TIME | AGENDA ITEM | FACILITATOR |
|---|---|---|
| 2:30 | Welcome/Greeting<br>• Agenda<br>• Meeting minutes approval for 9/10 /2024 | Nate |
| 2:45 | Announcements<br>• New users licenses<br>• Training Academy<br>• OMC Updates | Nate |
| 2:55 | PIT/HIC Submissions | Nate |
| 3:10 | SPM Updates – what to expect | David |
| 3:20 | Q&A Questions<br>Action Items<br>Dismiss | Nate |

The Mid-Willamette Valley Homeless Alliance (MWVHA) is pleased to comply with the Americans with Disabilities Act (ADA). If you need special accommodations to attend this meeting, please contact MWVHA at (503) 540-1620, TTY 7-7-1 at least 48 hours prior to the meeting. We accept all relay calls.

**Meeting Minutes of:**

# MID-WILLAMETTE VALLEY HOMELESS ALLIANCE (MWVHA)
# HMIS USERS WORKGROUP

**Meeting Location(s):**
February 11, 2025
2:30 – 3:30
Mid-Willamette Valley Council of Government
100 High St SE, Salem, OR 97301
And
Via teleconference (Zoom)

## MEMBERS PRESENT

Center for Hope and Safety, Tara Stephen
Church at the Park, Helen Jones
Church at the Park, Katherine Sommer
Family Promise, Doug Odell
Marion County Housing Authority, Christine Sommer
Mid-Willamette Valley Community Action Agency, Arches, Rachel McKee
Mid-Willamette Valley Community Action Agency, Arches, Jared Valet
North-West Human Services, Pamela Blanchard
Polk County Family and Community Outreach, Nicole Walker Sundby
Shangri-La, Erika Bush
Sheltering Silverton, Megan Smith (Alternate Sean Ferris)
St Francis Family Housing, Jill Tucker
United Way, SafeSleep United, Lynelle Wilcox
UGM, Simonka Place, Brenda Newey

## MEMBERS ABSENT

Church at the Park, Helen Jones
Easterseals, Wyat Sloan
Marion County Housing Authority, Christine Sommer
Mid-Willamette Valley Community Action Agency, Arches, Mercedes Thorington
Salem Housing Authority, Bianca Mendoza
Women at the Well, Grace House, Kimberly Nowlin
Youth Era, Eli Calvillo
Youth Era, Faye Sanders

## MWVHA STAFF & GUESTS PRESENT

Curandi, Chris Barber
MWVHA, Misty Sorte
MWVHA, David Peak
MWVHA, Nathaniel Perez
MWVHA, ICA Consultant, Abby Burgess
Sheltering Silverton, Sean Ferris

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## WECOME

Nate opened the meeting and acknowledged the presence of a quorum.

### MEETING MINUTES

Nate introduced the meeting minutes and requested a motion to approve the September 10 , 2024 meeting minutes.

### **MOTION** TO APPROVE MWVHA HMIS USERS WORKGROUP 09.10.24 MEETING MINUTES BY: **MCKEE**

**Seconded** by: Walker Sundby
In favor: Unanimous
Opposed: None
Abstentions: None

## ANNOUNCEMENTS

### NEW USER TRAINING

Perez announced that trainings are now scheduled for the first week of every month. He encouraged attendees to request these trainings as needed.

### ADDITIONAL TRAINING/REPORTS

Perez announced that additional trainings are available for specific needs such as outreach reporting, building reports or learning how to read reports. He instructed attendees to email for assistance with these training needs.

### INTRODUCTION

Sorte introduced herself as the new Executive Director for the Homeless Alliance. She provided a brief background about her experience working with homeless services in various Oregon counties.

### POINT IN TIME & HOUSING INVENTORY CHART ASSISTANCE

Perez announced that PIT & HIC assistance is available every Friday from 9:30 am to 10:00 am.

## PIC/HIC FOLLLOW UP SUBMISSIONS

Burgess provided detailed information about the Point-in-Time count and Housing Inventory Chart submissions:

1. Submissions are continuing through February, with a deadline of February 21st.
2. For emergency shelters, transitional housing, and safe havens, agencies need to run and confirm the 6:30 report.
3. Permanent housing projects should run the 6:28 report, focusing on moved-in individuals.
4. Housing Inventory Charts were sent to each agency to confirm bed counts.

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5. Agencies should review and confirm or update their data by the deadline.
6. Office hours are available on Fridays at 9:30 AM for assistance.
7. Agencies should notify of any changes in bed inventory or funding.
8. The importance of accuracy in both inventory and total persons served was emphasized.

Perez reiterated the importance of reviewing and responding to the emails sent regarding HIC data. He requested that agencies edit the documents directly if changes are needed, or to send a generic email with the information if unable to edit.

## DISMISS MEETING

Meeting adjourned by Perez.

## ZOOM CHAT MESSAGES

| | |
|---|---|
| 14:39:26 | From Abby Burgess, ICA She/ Her to Homeless Alliance(direct message) : Can we have Misty introduce herself? |
| 14:46:16 | From Abby Burgess, ICA She/ Her to Homeless Alliance(direct message) : Plug for our current scheduled office hours too! |
| 14:47:57 | From ChrisBarber to Homeless Alliance(direct message) : Would that"workshop" meeting be like the old Built for Zero case conference meetings? |
| 14:54:49 | From Abby Burgess, ICA She/ Her to Homeless Alliance(direct message) : Focus on HMIS Technical Assistance and reporting |
| 14:59:38 | From ChrisBarber to Homeless Alliance(direct message) : my email is chris.barber@curandi.org |

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