

**Mid-Willamette Valley Homeless Alliance
COORDINATED ENTRY COMMITTEE and HMIS USERS WORKGROUP
December 8, 2020 Meeting Minutes**

PRESENT:

Coordinated Entry Committee		Yes	HMIS Users Workgroup		Yes
Ashley Hamilton, MWVCAA/ARCHES (Chair)	X		Hunter Belgard, OHCS (Co-chair)	X	
Kim Carbaugh, CHS	X		Jimmy Jones, MWVCAA (Co-chair)		
Doug Odell, Family Promise	X		Tara Stephen, CHS		
Tricia (Ratliff) Frizzell, MWVCAA/HOME	X	..	Tricia (Ratliff) Frizzell, MWVCAA/HOME	X	
Kimm McBeth, SHA	X		Amy Hatfield, MWVCAA/ARCHES	X	
Dominique Schoessler, Shangri-La	X		Robin Winkle, Shangri-La	X	
Dana Schultz, MWVCAA/BFZ	X		Jill Tucker, St. Francis Shelter		
Hilary Dumitrescu, Sheltering Silverton	X	..	Hilary Dumitrescu, Sheltering Silverton	X	
Andrew Rice, Easterseals Oregon			Breanna Harig, Easterseals Oregon	X	
Catherine Todd, Easterseals Oregon					
Christina Korkow, ROCC					
Lindsey Bittman, VA HUD/VASH Program	X				
Cole Schnitzer, VA HUD/VASH Program					
Josh Lair, Marion County LEAD					
Staff: Jan Calvin	X	..	Staff: Jan Calvin	X	
Staff: Breezy Aguirre	X				
Michael Livingston, CANDO	X	others	Denae Overman, PSU Intern	X	
Ashleigh Duda, MWVCAA	X				

WELCOME / INTRODUCTIONS

Ashley Hamilton welcomed everyone and noted that she would have to leave the meeting early and Hunter will finish it up.

1. BUSINESS ITEMS

- a. **Agenda:** Hilary moved approval of the agenda; Tricia seconded; approved unanimously
- b. **Minutes:** Ashley provided an overview of the November minutes. Kimm moved approval of 11/10/20 mtg. minutes; Robin seconded; approved unanimously
- c. **ROI Form:** The workgroup finalized the ROI form and protocols. Hilary moved approval; Dana seconded; approved unanimously

2. HMIS Items

- a. **Training on ROI moves in ServicePoint** – Hunter provided a half-hour training and walked through examples and visibility of client information, based on ROI moves in ServicePoint. He will prepare written information for different scenarios.
- b. **Preview of January training on Data Quality Reports** – Amy and Hunter encouraged people to invite anyone in their agency that works on HMIS to attend the January meeting, when they will provide training based on Data Quality Reports. Hunter clarified that this will focus only on the HUD Universal Data Elements.
- c. **HMIS Agency Participation Agreement and HMIS User’s Agreement** – Jan noted that these agreements are scheduled to be approved at this week’s MWVHA Board meeting, then agencies and individual users will be asked to sign.

3. COORDINATED ENTRY ITEMS

CE System Evaluation Workgroup Report – Breezy provided an introduction, and Jan and Tricia presented an overview of the process and findings. The full report will be sent with the minutes and used to develop priorities at the January 12 meeting.

4. ANNOUNCEMENTS

- a. Hunter reminded agencies that have SHAP, ESG-CV1, or Out-of-the-Cold funds to be sure to input data in HMIS accurately. Any questions, contact him!
- b. Hunter noted that our CoC provided two of only four Oregon ESG-CV1 quarterly reports that were forwarded to HUD. *Great job Community Action Agency!*

5. FOLLOW-UP ITEM

- a. Hunter will prepare the HMIS scenarios and instructions.
- b. Amy will provide a copy of the Data Quick-Fix Guide in preparation for the January 12 training.
- c. Jan will send each of these items with the minutes and the CE System Evaluation Report.

NEXT MEETING:

Tuesday, January 12, 2021

1:30-3:00 p.m.

by Zoom video & phone

<https://us02web.zoom.us/j/82342567683?pwd=QkJuNzdVclk0QWNUd3Z1UDZic2Ewdz09>

Meeting ID: 823 4256 7683 Passcode: 701432

One tap mobile +12532158782,,82342567683#,,,,,0#,,701432# US

Attachments:

- Coordinated Entry System Evaluation 2020
- HMIS Scenarios
- Data Quick-Fix Guide (Data Quality Clean-up Info)

HMIS Dashboard 1/1/21

	# of Housing Providers	# using HMIS	% of Housing Providers using HMIS
Total housing providers	20	13	65%
When VA data transfer is in place (January 2021)	20	15	75%
When ESG-CV2 is funded, adds 2 providers and 3 HMIS	22	18	82%