

**Mid-Willamette Valley Homeless Alliance
COORDINATED ENTRY COMMITTEE and HMIS USERS WORKGROUP
February 9, 2021 Meeting Minutes**

PRESENT:

Coordinated Entry Committee		Yes	HMIS Users Workgroup		Yes
Ashley Hamilton, MWVCAA/ARCHES (Chair)			Hunter Belgard, OHCS (Co-chair)		X
Kim Carbaugh, CHS		X	Jimmy Jones, MWVCAA (Co-chair)		
Doug Odell, Family Promise		X	Tara Stephen, CHS		X
Tricia (Ratliff) Frizzell, MWVCAA/HOME		X	Tricia (Ratliff) Frizzell, MWVCAA/HOME		X
Kimm McBeth, SHA			Amy Hatfield, MWVCAA/ARCHES		X
Dominique Schoessler, Shangri-La		X	Robin Winkle, Shangri-La		X
Josh Lair, Marion County LEAD		X	Jill Tucker, St. Francis Shelter		X
Hilary Dumitrescu, Sheltering Silverton			Hilary Dumitrescu, Sheltering Silverton		
Andrew Rice, Easterseals Oregon		X	Breanna Harig, Easterseals Oregon		X
Catherine Todd, Easterseals Oregon		X	Kaela Lombardi		X
Glenn Muna		X			
Lindsey Bittman, VA HUD/VASH Program		X			
Staff: Jan Calvin		X	Staff: Jan Calvin		X
Staff: Breezy Aguirre		X			
Michael Livingston, CANDO	X	others	Denae Overman, PSU Intern		X
Sarah Owens, CANDO	X		Emily Neves (and Milo), Sheltering Silverton		X
Leah DeVito, Center for Hope & Safety	X		Ashleigh Duda, MWVCAA/ARCHES		X

WELCOME: Hunter Belgard welcomed everyone

1. BUSINESS ITEMS

- a. **Agenda:** Breanna Harig moved approval of the agenda; Robin Winkle seconded; approved unanimously
- b. **Minutes:** Jill Tucker moved approval of the December minutes; Robin Winkle seconded; approved unanimously

2. HMIS ITEMS

a. Data Quality pre/post review

Hunter and Amy reviewed the Data Quality reports (0252 reports), noting that most every agency is doing an excellent job ensuring data completeness. Improvements to be made include assuring that every “Yes/No” question is answered. Hunter noted that errors also come up when there is incongruous data. It is easy to fix, but agencies need to be running their own 0252 reports to see what needs attention. Contact Amy or Hunter if you need training on how to run the report.

Hunter noted that not all programs are required to collect the “Additional Data Elements,” so their scores for those may be worse – but that’s okay. If you are not clear about what is required beyond the “HUD Universal Data Elements” contact Hunter.

b. ROI and Visibility Training

Hunter used four different scenarios to discuss appropriate ROI moves in ServicePoint, when a client does not want certain information shared. He will write up the instructions for each scenario.

c. Status of HMIS Agency Participation Agreements and HMIS User Agreements

Hunter reminded everyone to sign and return their agency and individual agreements. Electronic signature is fine. Amy will finish sending these forms out soon. Please return forms to her by the end of the month.

3. COORDINATED ENTRY ITEMS

a. Coordinated Entry Training

Breezy presented a list of CE Training (see attached).

b. Coordinated Entry Access & Assessment Model

Breezy provided an overview of the four roles an agency can play (see attached). Agencies should contact Breezy if interested in a discussion about the role of their agency in the new CE Access & Assessment Model.

4. FOLLOW-UP ITEMS

- a. Hunter will provide written instructions for the HMIS ROI scenarios discussed today.
- b. Amy will send and collect the HMIS Agency Participation Agreements and HMIS User Agreements.
- c. Breezy will develop a CE Training Calendar to be posted on the Alliance website.
- d. Breezy will work with each agency interested in playing a role in CE Access/Assessments.

NEXT MEETING

Tuesday, March 9, 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

HMIS Dashboard 2/9/21

	# of Housing Providers	# using HMIS	% of Housing Providers using HMIS
Total housing providers	20	15	75%
When ESG-CV2 is funded, adds 2 providers and 3 HMIS users	22	18	82%

COC Coordinated Entry Training

1. Coordinated Entry/Assessment Overview

Time Required: 2 hours

Training centered on the history, process, and outcomes of the Coordinated Entry System. Informational and can be used as a training or for community partners to determine at what level they want to engage.

2. Assessment Trainings

Time Required: 5 hours

Step by step training for agencies that are prepared to begin the process of conducting coordinated entry assessments at their location.

- ROI/Mutual Respect forms
- Base Assessment/HMIS Entry
- VI-SPDAT/VI-FSPDAT
- TAY-SPDAT
- Prevention SPDAT
- DV Training
- Veteran Training
- Youth Training
- Family Training

3. Community Partner Training

Time Required: 2 hours

Training on how community partners can engage with CE without being an access point.

- Eligibility for
- ROI's
- HMIS
- Client Update
- Interest list overview
- Programs
- Contact

4. Access Point Trainings

Time Required: 2 hours

Communication Plans

Mid-Willamette Valley Homeless Alliance New Coordinated Entry Model

- A. **Designated Physical Locations:** Will serve the population as a whole and will not specialize in one or more sub population of the population. Written agreement will include the geographic area to be served, and designated location and hours of operations for assessments to be conducted with individuals and families seeking services.
1. Pre-requisite to complete Assessment Training
 2. Pre-requisite to complete Access Point Training
 3. Completed Communications Plan with CoC Assessment Coordinator
 4. Completed site visit to confirm location can safely serve individuals and families and maintain privacy
 5. HMIS access
 6. Pre-requisite to complete HMIS Training
 7. HMIS Agency Agreement signed
 8. HMIS User Agreements(s) signed
 9. CE Agency Participation Agreement signed
- B. **Specialized Access Points:** Will serve a sub-population of the population. Written agreement will include the population to receive assessments, geographic area to be served, and designated location and hours of operations for assessments to be conducted with that population. Everything else is the same as “A. 1-9” above.
- C. **Supplemental Assessors:** Written agreement will include clarification of population, place, and circumstances under which a CE Assessment will be completed. Everything else is the same as “A. 1-9” above.
- D. **Flexible Operations:** Written agreement will include conditions under which CE Assessments will be conducted via outreach team, phone, and online. Everything else is the same as “A. 1-9” above.

Agencies interested in serving in any of these roles should contact Breezy Aguirre at breezy.aguirre@mwvcaa.org

2/9/21