MID-WILLAMETTE VALLEY HOMELESS ALLIANCE

HMIS Users Workgroup
February 14, 2023 Minutes

Attendance

HMIS Users Workgroup	RSVP	Attended
Hunter Belgard, OHCS (Co-chair)		yes
Jimmy Jones, MWVCAA (Co-chair)		
Shawntel Black, Neighbors		
Tara Stephen, CHS		yes
Matt Herbert, CATP		
Kathleen Calder, Easterseals Oregon		
Doug Odell, Family Promise		yes
Christine Sommer, MCHA		yes
Kaela Lombardi, MWVCAA/ARCHES		yes
Rachel Miller, MWVCAA/ARCHES		yes
Alisa Tobin, MWVCAA/HOME		
Yeudiel Alvarez Flores, MWVCAA/De Muniz		yes
Stephanie Gilbert, Polk County FCO		yes
Bennett Teal, SHA		
Dominique Schoessler, Shangri-La		yes
Jill Tucker, St. Francis Shelter		
Brenda Newey, UGM, Simonka Place		
Stacy Griffin, VA		yes
Kimberly Nowlin, WATW, Grace House		yes
Jan Calvin, MWVHA Consultant		yes
Tim Weese, ARCHES		yes

Guests Present
Ashley Hamilton, MWVCAA
Elliot Lapinel, MWVCAA
Robin Winkle, Shangri-La
Andrea Soemadi, Easterseals
Kim Carbaugh, CHS
Diane Rush, SafeSleep
Lynelle Wilcox, SafeSleep

Hunter Belgard welcomed everyone and asked new members to introduce themselves. Welcome Stephanie Gilbert and Yeudiel Alvarez Flores!

1. Business Items

a. **Minutes.** Kaela moved to approve the minutes; Doug seconded; approved unanimously.
b. **Code of Conduct Form.** Jan reminded committee members to sign the annual Code of Conduct Attestation Form and return it today, this week, sometime soon.
c. **Data Dashboard Plans.** Jan shared a quick view of Lane County's data dashboard and let everyone know that it would be discussed at the 2/15 Collaborative Committee meeting.
d. **Quad Squad Update.** Jan noted that the 2/13 Quad Squad meeting included a reminder that there are ways to get additional HMIS user accounts, if needed. One way includes the process that removes users who aren't active for more than six months, so those accounts can be assigned to new users.

2. Data Quality Management Plan
HUD requires each CoC to have a Data Quality Plan. OHCS, as our HMIS Lead is responsible for creating our Plan. Hunter distributed a draft after walking through it at the last meeting and asked for feedback. He and Jan edited the document and reviewed it with the group, which identified one section that needed further clarification. The final Plan will be reviewed at the next meeting to determine if it should be recommended for adoption by the Alliance board.

3. PH Program Start Date. HUD provides guidance on the start date for Permanent Housing (PH) programs, but our data shows that start dates are not consistent for all programs. At the January meeting, the group agreed to have Jan convene a meeting for PH providers to review the HUD guidelines and develop recommendations for consistent definitions and protocols. As it turned out, the benefit of the meeting was to gather more information about what is occurring within different PH programs and to frame possible actions to improve data collection that will provide a clearer picture of local realities – for clients and for PH providers.

The group reviewed the meeting notes (attached), which were included in the agenda packet, but did not have time for discussion about possible actions. Further discussion will take place at the 3/14 meeting.

4. HMIS Q & A. Time was provided for open questions (and answers).

Upcoming HMIS Agenda Items

a. Recommending the final Data Quality Management Plan to the board
b. Data Completeness
c. Possible Improvements to data collection about how long it takes to work with clients before their housing move-in date (HMID), and reasons clients exit a housing program prior to a HMID
d. Local Positive Destinations Report

NEXT MEETING

March 14, 2023
HMIS Users Workgroup, 2:30-3:30 p.m. .
https://us02web.zoom.us/j/82448995403?pwd=UHJxeW9UZDYxcTBiV0U1Z1RVSGhRUT09
Meeting ID: 824 4899 5403 Passcode: 057658 One tap
mobile +16699006833,,82448995403#,,,,*057658#