1.6.16 Monthly HMIS Admin Call

Monday, January 04, 2016
3:57 PM
Call 10:00 am to 11:00 am

1. REMINDER TO RECORD MEETING
    a. Recording and minutes available here: http://www.hmismn.org/expandedaccess/index.php

2. Announcements
    a. AHAR Complete!
        i.   Thank you for your work with our team to complete the 2015 AHAR
        ii. Waiting for shells to be accepted
            1. Summary will be provided
        iii. NHSDC Conference: http://nhsdc.org/ April 13th-14th in Los Angeles
            1. Join the mailing list: http://nhsdc.us4.list-manage1.com/subscribe?u=3850920ad451d9c7f689c8968&id=35f78c5dbd

3. ART AdHoc Training
    a. Support needs
        i.   User group?
            1. Send names to Lisa Thorniquist
        ii. Tips/ideas from Wilder
            1. Explore ART reports available in HMIS
                a. Let's look at an example
            2. Keep practicing. Use it or lose it.
                a. Start with a basic report. Add 1 or 2 new pieces every week.
        iii. Ask an expert - Bring Bowman in
        iv. Bowman Webinars

4. Report Updates
    a. New APR expected. Waiting for HUD to update esnaps
        i.   Will be a Servicepoint report - No longer an ART report
    b. System Performance Measures report expected soon (pause for group laugh/sigh)
        i.   Wilder will provide training and instructions after it is released
        ii. HUD info and training
            1. https://www.hudexchange.info/programs/coc/system-performance-measures/

5. Training Update
    a. Bowman Bootcamp: May 3-5 in Austin, TX
        i.   System Administrator Training
        ii. ART Report Development Training
    b. Expanding online training offerings

        i.   New user training - Working toward spring launch

       ii.   Program specific training

             1.   Expanded Access training requirements

6. LSA Tasks
    a. VI-SPDAT
        i. VI-SPDAT for individuals is ready
        ii. CoC's to provide list of Providers who will need to Complete or View VI-SPDAT
            1. Received from 4 CoCs
        iii. CoC's to confirm that a training plan is in place to ensure all users (existing and new) will receive training before accessing the assessment. Available from Orgcode.org
        iv. Wilder will provide "Step 1 access" to make the assessment available based on the list provided by the CoC the outlines each provider that needs access.
            1. Expected to be completed for the 4 CoCs who have provided a list w/in 2 weeks. The rest will be done as time allows.
        v. LSA's will provide Step 2 access" to "turn it on" - attach to a servicepoint provider
            1. Must confirm that users are trained
        vi. Wilder will confirm needed access Admin sections for needed providers
            1. Complex agencies
                a. Wilder has reviewed and will provide access for all homeless projects w/in 2 weeks.
                b. Still figuring out what access can be provided for Salvation Army and Catholic Charities since they have their own administrators
                c. Wilder will provide access or "turn on" the VI-SPDAT for providers the LSA doesn't have access to.
    b. Get to know your projects!
        i. Recommend creating a spreadsheet that list all the projects in your CoC and corresponding SP ID.
        ii. Wilder will send out a report with current list of projects in HMIS. In excel
            1. Wilder is finalizing the report
            2. Send monthly to keep up with changes
            3. Can we include closed providers?
                a. Either on Tab A or Tab B or Both
            4. Can we have a separate column for SP ID
    c. Program Descriptor Elements
        i. Needed for preparing for the System Performance Measures
            1. Federal Funding Partner Field
                a. CoC's will update for Continuum projects
                b. Wilder will send out instructions on updating field
                    i. Clarify Grant ID - Wilder is researching best practices. MI staff indicate they use the actual Grant ID and have providers update it each year.
        ii. HMIS and the HIC

1. HUD notice: https://www.hudexchange.info/resource/4835/notice-cpd-15-010-2016-hic-and-pit-data-collection-for-coc-and-esg-programs/
2. What role do CoCs want HMIS to play in preparing the 2016 HIC?
   a. Wilder would like to help CoCs get in a good position to use HMIS to inform the HIC/PIT. How do we best move this forward?
   b. If we want to pull HIC using HMIS:
      i. HMIS providers must align with HIC
      ii. Program Descriptor Elements need to be updated in Servicepoint
      iii. Beds/units need to be correctly tracked
         - Previous methods have been inconsistent across providers/agencies/CoCs
      iv. Recommend information be collected and maintained at local levels rather than State.
         - Use LSAs or Agency Administrators
            - What will it take to get AA installed. What is the capacity of CoCs/Agencies to do this? In what time frame?
            - Could train AA in alignment with online training launch
   c. Use HMIS for all or some component types this year to test it out?

7. Coordinated Entry
   a. Working with MI
      i. Please send an update to Wilder about status of CE work with MI.
         1. Only received one update after last request. Are CoCs working with MI?
      ii. MI has planning documents to help you document your process in HMIS. Will help you get set up for testing.
         1. Consider Policies and Procedures and Strategic Plan
   b. Wilder is providing recommendations on
      i. Core data elements needed to meet requirements based on Policies and Procedures and Strategic Plan
      ii. Question bank
      iii. Other areas where review or recommendations are needed?

8. Next meeting
   a. Jan 29th