

OC HMIS Monthly User Meeting Webinar

9/13/17

10:00 – 11:00 AM

Agenda

1. Clarity!
2. Adsystem Version 6
3. HIC
4. Data Standards Changes Training
5. LGBT Sensitivity Training Online
6. Data Quality Meetings
7. Question and Answer Time

HMIS Staff on Today's Call

Erin DeRycke – Director, CoC Data and Operations
Casey Parnis – Data Analyst
Elizabeth Agredano – Data Analyst
Mai Lee – Data Analyst
Adriana McCarty – Jr. Data Analyst
Chris Powell – HMIS Program Assistant

Clarity – Chris

- It's official, we will be going with Clarity as our new HMIS system.
- It was approved during our last commission meeting and we are working with them on finalizing a contract.
- Once that's done, we are going to start the HMIS implementation process and they are planning to go live in February or March.

Version 6 Implementation – Mai

- HMIS V6 Go-Live
 - Adsystem is staggering the release of V6 for the agencies
 - The migration process will start September 18th
 - Agencies were emailed on September 8th to inform them of their go live date.
- HMIS V6 Training part 2 will be on our [training site](#).
 - All Users must complete part 2 training to maintain access to HMIS v6
 - Any users that have not completed HMIS part 2 v6 training by their Go-Live date will have their HMIS accounts locked until training is completed
 - 211OC will be emailing the agencies when the training is available

HIC – Elizabeth

- Housing Inventory Count (HIC) will be conducted bi-annually (PIT will remain an annual count)
- Purpose is to increase data accuracy: up-to-date bed utilization data in HMIS
 - This is a HUD recommendation that CA-602 (Orange County COC) would like to follow
- Benefits for agencies:
 - Minimizes work
 - 211OC formats previous HIC survey data and sends to agency
 - Agencies need only confirm housing information and update active clients

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- Increases familiarity with process
- Survey Dates: HIC and PIT will be completed at the end of January (HUD requirement) and HIC will also be completed in July (mid-year, HUD recommendation)
- Bi-annual HIC begins 2018
- January 2018 will include new HIC survey process: 211 OC sends agency previous years data for updating and confirmation

Data Standards Changes Training – Adriana

- 2017 HUD Data Standards changes will be implemented on October 1st, 2017
- All users will be required to complete training on <http://training.ochmis.org>
- Training consists of:
 - General 2017 Data Standards training:
 - Should be completed by ALL users in ALL agencies
 - Supplemental trainings on different funding sources:
 - Should be completed only by users whose projects receive a specific funding source
- 211OC will send an email when the trainings are available online, and will include the date the trainings will need to be completed by

LGBT Sensitivity Training Online – Casey

- 211OC asked the users if they would like the LGBT Sensitivity training held in June 2017 to be added to our online training site
- Because we received positive feedback, we will do it! This is a low priority project for us right now but it is on our collective to do list.
- Users who complete this training would earn an LGBT Sensitivity badge in our online training system.

Data Quality Meetings - Elizabeth

- 211OC is planning to start meeting individually with the agencies on a quarterly basis to discuss the agency's data quality, and create agency-specific data quality goals
- The meetings will cover:
 - Improving timeliness, data accuracy, and data completeness
 - Setting initial goals using data timeliness, UDE, and PSDE reports
 - Creating agency-specific thresholds
 - Tracking progress over time, adjusting thresholds as they are reached
- Reports used to monitor data:
 - Data Timeliness Reports (Entry and Exit)
 - Program Specific Data Elements Reports (Entry and Exit)
 - HMIS Data Quality Report
 - Monitors timeliness, completeness and accuracy
 - Looks beyond missing responses (i.e. Don't Know, Refused, Data Not Collected or information missing) to data accuracy. For example:

- SSN cannot contain non-numeric characters or all sequential numbers (e.g. 123456789)
- DOB cannot be before 1/1/1915
- Veterans cannot be younger than 18 years of age

Questions and Answers

- **When will 2-1-1 run the data for the Q3 Data Quality Report?**
 - October 15, 2017
- **Will the intake packets/ other forms be changing because of the Data Standards, and if they are, when are they going to be available?**
 - We are making modifications to the Intake, Exit, and Annual Assessment forms to incorporate the 2017 Data Standards changes and also to add a place to enter client pronouns (as discussed during the LGBT Sensitivity Training). They will be available on ochmis.org towards the end of September 2017 and an email will be sent out to all Agency Administrators when they are available.
- **When will the quarterly [data quality] meetings begin?**
 - Since we are relying on the new HMIS Data Quality Report to guide our discussions for the meetings we will not begin scheduling meetings until all of our tickets regarding errors on the report have been resolved. We will give a large forewarning via email to Agency Administrators once we are ready to begin scheduling DQ meetings.
- **Can 2-1-1 produce for agencies a month by month schedule of data quality and other reports we should be running so we can be on top of our data for cyclical activities like the HIC, AHAR, and Program Performance Reports?**
 - Yes, this is on our to do list.
- **Is there a way that meetings can have a description of their purpose or who the intended audience is so we make sure we do not miss any?**
 - We do not have control over meetings that are not HMIS specific (such as the implementation groups or C2EH meetings) but we can work with the county and the C2EH to provide more detailed descriptions of each meeting.

Future Meeting Information

Next month's meeting date and time: Webinar on Wednesday, October 25th, 2017 from 10AM to 11AM. Use [this link](#) to join the meeting! No RSVP or registration is required.

All [User Meeting webinar recordings and meeting minutes](#) are available on our website!

Have an idea for a future agenda item? Submit a ticket via the [HMIS Help Desk](#) using the "HMIS – Users and Trainings" category with your ideas.