OC HMIS Monthly User Meeting Minutes

OC HMIS User Meeting Webinar Minutes
1/08/20

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Report Cards
● 211OC will send Data Quality Corrections to all agencies for Q4 -2019.
● Corrections are due on January 22th, 2020.
● 211OC will publish Data Quality Report Cards at the end of the month.

HIC PIT
● The 2020 HIC and unsheltered PIT count is scheduled for the night of Monday, January 27th.
● All the Answer Forms and Cover Sheets are due to 211OC by Friday, January 31st.
● There are not major differences to the HIC and PIT requirements for this year.
● 211OC will send a detailed email with step by step instructions and training information.

System Performance Measures
● Thank you to everyone who has completed SPM corrections! We appreciate your efforts in making sure we submit the best data possible to HUD!
● A report comparing this year’s SPM data to all previous years’ will be made available at the February 26th CoC Board meeting and published on ochmis.org shortly after
● The final report will be submitted to HUD on February 28th.

HMIS Calendar
● We know that some of you guys have been asking for us to put a schedule together just so that it is easier to keep track of any upcoming due dates and events, so we did put together a calendar - you can access it through the OC HMIS website, on the left hand side of the page, under the Helpful Links section.
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- We included important information such when corrections were sent out and also the due dates for all the different PPR’s, SPM and LSA reports.
- Every time a PPR has been published, we included a link in the description of the event so that it will take you directly to the published PPR.
- We included the HIC & PIT dates.
- And as requested we also included the User Webinars and Data Management & Performance Meeting - for the User Webinars, we included the links in the description once the meeting has been scheduled.
- I really like this feature where you can use the drop down button next to the Agenda tab and filter out the different categories within the HMIS Calendar.
- If you guys have any feedback or if there’s anything else that we can add onto the calendar, please let us know and we will be more than happy to make the adjustments.

Data Management & Performance Meeting Agenda

- HMIS Data Management & Performance Meeting will take place January 9th, 2020 at the Village’s CASA Training Room, from 1:30 p.m. - 3:00 p.m.
- The following items will be on the agenda for the meeting:
  - Data request from CSUF that is asking for client-level data from HMIS & CES so they can complete their analysis of the Individual CES
  - Discussing if HMIS should add an additional field for PH Projects so users are able to explain why PH clients have not been placed into housing yet
  - Transitional Housing Project Performance Reports

Q&A

- **Can this slide be sent to me?** Yes, we’ll send out an email wrap up before friday or possibly monday and it will include the minutes and the recording and the slides from this meeting for your reference.
- **Is the data request I sent in a few weeks ago on the agenda for tomorrow?** That one is not on the agenda for tomorrow because I have not gotten a response yet, Connor, but I am still working on it for you.
- **Any updates on the Open Case Notes situation, Erin?** Yes, we’re still working on it. I’m working on developing the training for how to enter and share those case notes and we still are planning on scheduling another working group meeting once the training is completed to review and make sure it covers what everyone needs to know in order to put those case notes into HMIS. It just got delayed with the holidays and some of the other stuff we are working on like the HIC & PIT. But it is still on our radar and we are still moving forward with working on that training. Hopefully sometime this month the working group will be meeting again to review that training.
- **When will HIC & PIT info be sent?** I think we are planning to send that email out next week. We want to get it out very soon since the night of the PIC & PIT is the 27th, the last Monday of the month, so we need to get it out very soon so everybody is ready to go by that date. So look for that email within the next week. The good news is that it is the same as last year so if you are comfortable with what you’ve
done in the past then it will be very easy for you. And if you're not comfortable, then we will walk you through it. The HIC & PIT forms will be due by January 31st.

Future Meeting Information

Next month’s meeting date and time: Webinar on Wednesday February 5th, 2020, from 10:00 - 11:00 AM. No RSVP or registration is required. Click this link to join the meeting at that time.

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.