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Welcome!

November 2024
OC HMIS User Meeting

JOURNEY 100 TO



Agenda

1. New Staff Update
2. Audit Reminder
3. New User Account Update Form Tips
4. Live HMIS Part 2 Training Recap
5. CES Enrollment City Ties
6. CES Assessment Workflow
7. LSA Timeline
8. System Performance Measure - Data Corrections
9. Project Performance Report
10. Data and Performance Management Meeting
11. Holiday
12. Q&A
13. Office Hours

Meeting materials and recording will be available on the [OC HMIS website](#)



New Staff Update

Please welcome new HMIS Staff!

We have two additions to the HMIS Support Team

HMIS Support Specialists

- Amy Lazari
- Rachel Maxwell



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2024 HMIS Agency Audits

We are coming to the end of the audit season. Thank you to the agencies that have already participated and have provided good feedback to our team.

- If your agency is in the process of scheduling your agency audit, please be aware that with the upcoming holidays, events, and reporting it is important to provide a meeting date.
- If your agency has not received a ticket to schedule an audit we are a little behind on scheduling the audits for November. We will be sending those requests out shortly.



New User HMIS Account Update & Testing Form Tips

The HMIS Help Desk has received an influx of invalid new HMIS user account creation forms. Errors in these forms delay the account creation process. Agency Admins should ensure that all account creation forms submitted have:

- The user's full name and email address typed correctly
- Only the fictitious Client ID's in the Skills Test section of the form rather than client names
- The *Program Roster Report* attached as a PDF File



HMIS Account Update & Testing Form

Agency Information

Agency Name *

Agency Administrator Name *

Agency Administrator Email *

List any other email addresses to send a notification when this account is created.

HMIS User 1

HMIS User's Full Name *

HMIS User's Email Address *

This HMIS User Is: *

- A new HMIS User
- Completing HMIS training again due to inactivity
- An existing and active HMIS user who needs Agency Administrator access
- An existing and active HMIS user who needs access to the Individual Coordinated Entry System
- An existing and active HMIS user who needs access to the Family Coordinated Entry System
- An existing and active HMIS user who needs access to both Family and Individual Coordinated Entry Systems
- An existing and active HMIS user who needs access to my agency
- An existing and active HMIS user who needs a different access role (specify change of access role in comments)
- No longer employed by our agency
- No longer in need of access to HMIS as part of their primary job duties
- Other

Additional Comments:

+ Add HMIS User

Submit to OC HMIS Help Desk



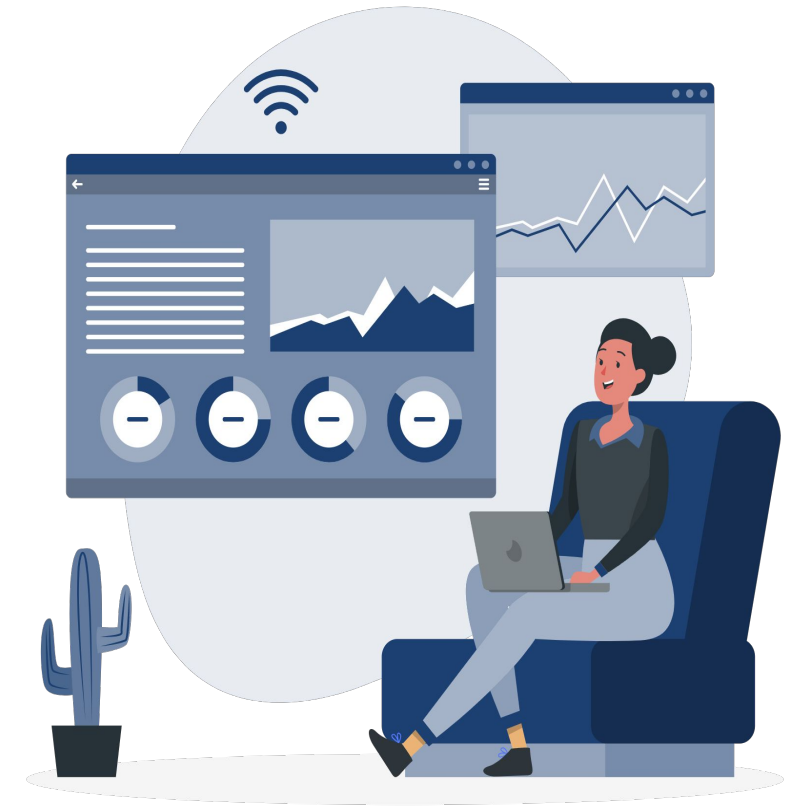
2024 HMIS Part 2 Live Training

Thank you to those of you who attended the HMIS Part 2 Live Training Webinar on October 30th.

If you haven't already, please complete our [Training Satisfaction Survey](#), we would really appreciate your feedback! This survey is optional and completely anonymous.

We did receive some feedback regarding the training time and we would like to apply that feedback to our future trainings. Starting by extending our meetings to allow time for questions or concerns.

If you were not able to attend, you can view the webinar materials on our website. We have our recording, power point, and meeting minutes [here](#).



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CES Enrollment City Ties

There are two new entry screen data fields included for the Individual and Family CES program.

These fields are used to support with the matching housing opportunity review process.

- If the question "Are you currently employed or go to school in the following cities?" is answered it would automatically populate the question asking for the Household Members city tie.
- Both questions have multi-select drop downs so you are allowed to select more than one answer.
- If the household does have a city tie, please reach out to the CES Admin Team for additional information regarding the required document that needs to be uploaded.

OC CUSTOM QUESTIONS

THE CLIENT'S CITY PRIOR TO ENTERING THE CES PROJECT WILL BE USED TO DETERMINE SPA FOR HOUSING OPPORTUNITIES. THE CITY THE CLIENT RESIDED IN THE NIGHT BEFORE PROJECT START.

What city were you in immediately prior to entry into this project? Anaheim

Are you currently employed or go to school in the city of Anaheim, Garden Grove, and/or Santa Ana? Anaheim

Household member with city tie (Select all that apply) Self (Head of Household)

Which individual access point is serving this household? Select

Have you or someone in your family ever been legally evicted? Select

How many legal evictions?

SAVE & CLOSE

CANCEL

CES Assessments

In order to be served through the Coordinated Entry System, households must be enrolled in the Coordinated Entry project, and referred to the Community Queue.

1. Switch agency access to County of Orange and enroll household into the appropriate CES program
 - a. Individual CES (any household type that isn't family)
 - b. Family CES (at least one adult and minor child ages 0-17 household)
2. Complete the Current Living Situation and CES Assessment
3. Add Required Documentation
4. Refer Household to the Community Queue

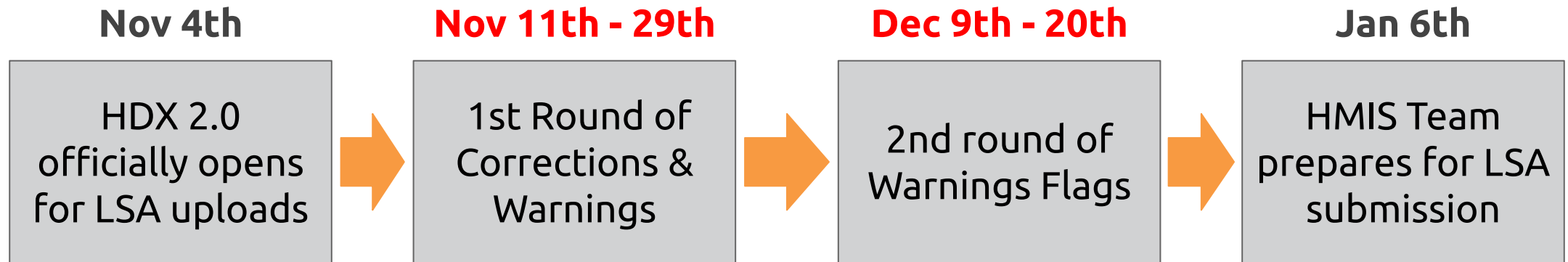
**** If the household housing interest changes, the household needs to be removed from the Community Queue. A new CES Assessment needs to be created and the household needs to be re-referred with the latest CES Assessment.**

KB: [Adding Households to the Community Queue](#) and [Maintaining Households on the Community Queue](#)



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2024 Longitudinal Systems Analysis (LSA) Timeline



System Performance Measure - Data Corrections

Reporting Period: 10/01/2023 - 9/30/24

Data Review:

- Length of Stay
- Length of Homelessness
- Return of Homelessness
- Stayers with Increased Income
- Leavers with Increase Income
- Successful Exits from Street Outreach
- Exits to Permanent Housing from ES, TH, and RRH Projects
- Stabilize PH Clients in Permanent Housing



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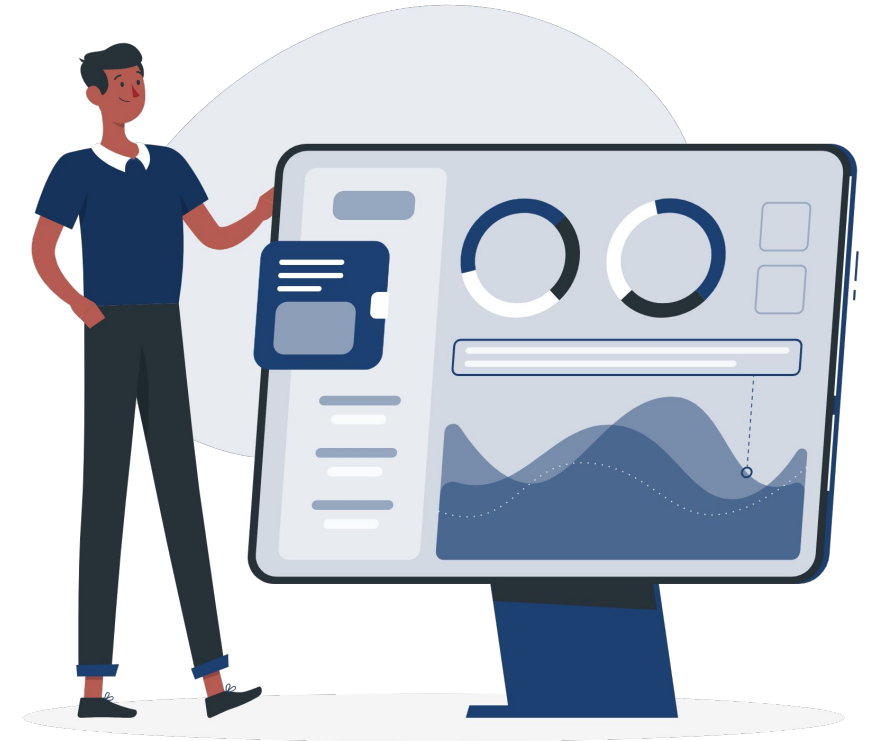
Project Performance Reports

The Project Performance Report (PPR) for Rapid Re-Housing (RRH) will be published on the OC HMIS website in the upcoming weeks. Current and past PPRs can be found at on [our website](#) by navigating to:

[Reports](#) > [Project Performance Reports](#)

Corrections for the Transitional Housing PPR draft data will be uploaded into DropBox in the upcoming weeks

The [Project Performance Overview](#) is a helpful document which provides important information regarding the PPRs including the thresholds for each goal and our publishing schedule.



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Data and Performance Management Meeting

Agenda:

1. Quarterly Project Performance Review and Discussion: Emergency Shelter, Street Outreach and Homelessness Prevention
2. Quarterly Data Quality Report Card
3. Physical Address of Housing Placement

Wednesday, November 13th @ 10am - 11am

Click [here](#) to Join!

Meeting ID: 857 7837 0017

Passcode: 463529



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Holidays Observed

The HMIS Helpdesk will be closed on **Thursday, November 28th** AND **Friday, November 29th** in observance of **Thanksgiving**

We will be back in office the following business day to assist you on **Monday, December 2nd**



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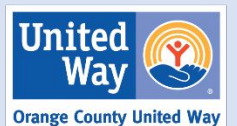
Q&A

Reminder: Please enter your agency name in the chat box for attendance



Thank you
Have a great day!

Next User Meeting: Dec 4th





Throughout 2024, Orange County United Way is celebrating 100 years of impact in our community. We invite you to join us on our year-long Journey to 100 centennial celebration as we prepare for another century of caring for each other The OC Way. Learn more and see how you can get involved.

UnitedWayOC.org/Journey-to-100