

HMIS Advisory Group Minutes - August 2006

DATE:	Tuesday, August 22, 2006
OBJECTIVE:	HMIS Advisory Group

ATTENDEES	JoAnn Maynard	Pam English	Miles Pendry	Linda Newell
REGRETS	Tony Epaphras	Joie Finley Morris	Klaas Nijhuis	Lori Cardin

DISCUSSION POINTS	
1.	Update on HMIS Implementation status. Currently working on: A) HOPWA has been implemented, and Wendy has started entering her clients. Linda will be talking with Joyce, to find out the status of their clients. B) Follow-up with all clients – checking on data quality in the system, running reports and talking with providers to improve their data entry. C) AHAR 2 report was done on 8/18/06, for Greater Nashua Continuum of Care. There were data quality checks done for this report. Future tasks: PATH implementation, and implementation of targeted City Welfare departments.
2.	APR Update - The following providers are running APR's and checking them out: Harbor Homes, Genesis, NH Hospital, Pemi Bridge House, Tyler Bain (TriCounty CAP). As a part of the training, providers are encouraged to run the APR's as they enter clients, to check for data quality accuracy.
3.	Non-McKinney-Vento providers. Only non-McKinney Vento provider participating is Ozanam Place. Linda recently talked with Laurie Skibba, Greater Nashua Interfaith Hospitality Network, Inc. regarding possible HMIS participation. Information was sent to Laurie about HMIS.
4.	Consumer participation on HMIS Advisory committee. We discussed rotating meetings around the state. Also, a possibility for collaboration with the NH Coalition exists. Linda will talk to Keith Kuenning about a possible meeting after the Coalition meeting.
5.	AHAR Report for GNCOC – completed 8/17/06. Copies of the four reports were given out.
6.	Reports for CoC's – we discussed having an unduplicated count to give a profile of the homeless community. It would have a breakdown of Families (Adults & children, w/Age breakdowns) & Individuals. This would be beneficial to CoC's on a quarterly basis. Also discussed running a report off the Zip code of last permanent residence. If this field was utilized, it would give a picture of where the clients are coming from, to determine need in certain areas.
7.	New HMIS Program Coordinator is Chris Pitcher, and he will start on Fri, September 15 th . He comes to us from Baltimore, MD, and has an HMIS background.
8.	We discussed trying to get representation from all Continua in the state. Linda will send out an invite to Manchester & Balance of State chairs. We seem to be well represented from the Nashua CoC.
9.	Future City Welfare HMIS involvement – Harbor Homes could use income verification above/below a certain level to “pre-qualify” consumers for the HH programs.
10.	We discussed the possibility of having one data entry person, or at least one per continuum. This would help the small agencies who do not have the resources to enter clients on a continual basis.
11.	Discussed having a quarterly user group that meets to talk about HMIS issues, training concerns & helpful hints about how to handle different situations. We hope to have follow-up trainings once the

	new person starts, so that we can have “refresher” classes for those who need it.
12.	Next meeting Tuesday, Oct 17 th , 2006, CSCNH, 1:00 – 3:00 pm.

EXISTING ACTION ITEMS	PERSON	DUE
Additional HMIS advisory group members – Linda will send invite to continua chairperson, to increase participation, as well as diversify membership in Advisory group.	Linda	
Checking clients into beds in Shelterpoint – is it tracking bed nights, or mainly used for Bed Availability list – Linda will clarify with Bowman.	Linda	
Shelterpoint bedlists – Administrators could check this on periodic basis, and compare to NOFA Housing & Activity chart. This would streamline the NOFA process as far as updating the Housing & Activity chart.	Linda	
Linda will talk to Keith Kuenning about a possible HMIS consumer meeting after the Coalition meeting.	Linda	
Set up quarterly User group meeting – possibly in Oct?	Linda	
Run a report off the Zip code of last permanant residence.	Linda	
ATTACHMENTS	AUTHOR	ACTION