



Central Virginia CONTINUUM OF CARE

HMIS Committee Meeting Minutes 10.17.2019

The HMIS Committee works to ensure that the CVCoC meets its responsibilities regarding data collection, data sharing and privacy, data quality, implementation of new features, training and recruitment of new HMIS participating agencies.

Attendance: Diana Brown, Michele Bauman, Jacqueline Jones, Bethany Tanner, Tashama Woodberry, Kristen Nolen, Dorothy Thomas, Rayanne James, and Sarah Francis

[10.17.19 HMIS Committee Meeting Powerpoint](#)

I. Welcome and Introductions

Sarah welcomed everyone.

II. Overview of HMIS Accuracy and Technical Standards Audits in September

Sarah reviewed the HMIS audit process and procedures. She reminded each user that they received a copy of their completed audit for their own records. The audit is a component of the HMIS Report Card that gets sent out at the beginning of the calendar year. There will be a "Lessons Learned" document from the audit experience to collect feedback on what needs to be updated for the next audit.

III. 2020 HMIS Data Standards

HMIS data standards have been established by the U.S. Department of Housing and Urban Development (HUD) to allow for standardized data collection on homeless individuals and families across systems. HUD released standards for 2020 to HMIS system administrators. Since we contract with The Planning Council, who works with WellSky to administer the system and functionality, The Planning Council communicated with WellSky in the implementation of the new standards into the system. The changes took effect on October 3, 2019. The slides above outline the Universal Data Elements and some project specific elements. All data entered into HMIS comes together to form big reports submitted to HUD and the state. It is also the source we use to benchmark how we are doing as a community. It is important to have the most accurate and confidential data.

The committee walk through each elements.

IV. 2020 HMIS Changes

Sarah outlined the changes indicated by HUD in the new 2020 HMIS Standards. Most changes went into effect on October 3, 2019 when they were activated into our system. There are Coordinated Entry pieces that are not required to be used until April 1, 2020.

Please see presentation for the details.

Sarah will update the CVCoC Intake Assessment to mirror the changes.

V. LSA System Performance Map

In past HMIS Committee meetings the Longitudinal System Analysis (LSA) has been discussed as it replaced AHAR. HUD created a platform to view the LSA data in a digestible format. Sarah presented an image (included in the powerpoint) of the system map at large, including all of our programs. As the LSA looks at how households move through the Continuum of Care, the map showed all of the households who touched into the homeless response system within the timeframe of October 1, 2017 to September 30, 2018. The data breaks down by intervention type and sums a total percentage for overall permanent housing destinations. Returns to homelessness are also included in the map.

Sarah will send out a copy of the whole system map, along with breakdowns by intervention types.

VI. System Performance Measures

Sarah reminded the committee that System Performance Measures timeframe just passed and encouraged users to use the information learned in the meeting to go back and update any data in HMIS that might need correcting. System Performance Measures are not due until the end of February so there is plenty of time.

a. Data Timeframe: October 1, 2018 to September 30, 2019

b. Due Date: February 28, 2020

VII. 2020 PIT Count – January 22, 2020

From a meeting with DHCD representatives, we learned that the Virginia Point-in-Time date for 2020 is January 22, 2020. This means that our community will meet early in the morning of Thursday, January 23rd to canvas the area to locate and survey homeless folks who did not access shelter. The shelters will turn in rosters so anyone staying in a shelter will be included in the count.

VIII. HMIS Meeting Schedule:

- a. Thursday, January 16, 2020 10am at Miriam's House
- b. Thursday, April 16, 2020 at Miriam's House
- c. Thursday, July 16, 2020 at Miriam's House
- d. Thursday, October 15, 2020 at Miriam's House

IX. Questions/Announcements

Sarah will research answers for the following questions:

1. If the household is a two adult household, how do you record the total amount of income in the entry?
2. If a client is unavailable due to incarceration, hospitalization, or rehabilitation when an annual assessment is due, should the case manager enter the assessment with the information they know then update it once back in contact with the client?
3. What is the definition of "Host Home – non-crisis"?
4. Is the "Housing Move-In Date" required for RRH clients who exit to a permanent destination on their own?

Meeting notes submitted by HMIS Committee Chair, Sarah Francis