

HMIS Information and Discussion Session Meeting Minutes
Region 6
September 8, 2011 – 4:00 PM
DAEOC
99 Skyview Road, Portageville, MO 63873

Attendees:

Marlene Anglin (proxy), DAEOC
Liz Gebhart, Missouri Association for Social Welfare (MASW)
Jennifer Miller, Missouri Housing Development Commission

HMIS User/Agency Survey Feedback: Liz Gebhart provided Marlene’s proxy with the “HMIS Project Response to Agency Feedback” handout. It was explained that the HMIS staff took all the comments received in all 10 regions and worked with MISI to address each comment, issue or concern. While the HMIS team structured user/agency surveys to go out every quarter, Liz said they should look for the next survey in December. The surveys will now be structured in a way that there is time to discuss surveys at a regional team meeting and then work with MISI to address any concerns.

Target Population Training: Liz stated the fourth target population training which is on HIV/AIDS. The first live webinar will be Tuesday, October 4 at 10 a.m. The second live webinar will be in the afternoon on Thursday, October 20. An email will be sent when those are approaching so people are able to register. For those who are required to take it, they have six weeks after the first live training to take the training to be in compliance, so for HIV/AIDS, the training needs to be viewed before November 15.

HPRP: Liz provided Marlene’s proxy with the handouts created by the HMIS HPRP Coordinator Krystal Searcy has provided handouts that agencies can utilize. Any HPRP programs need to meet all the reporting requirements and need to ensure their data is accurate with HMIS before they are closed out of the system. Liz had Marlene’s proxy highlight the “Value/assistance amounts” section for Marlene to read over. If she has questions, Liz said that they should contact Krystal.

Performance Improvement: Liz explained that the HMIS Team is starting to look at performance measurement across the agencies, and the first report focused on bed utilization. A bed utilization rate shows on a given night how many people were sheltered at an emergency shelter or housing program on a given night. Liz referenced attendees to the HMIS Bed Utilization report and walked through the four common problems outlined in the handout. She told Marlene’s proxy to have Marlene look over the information for DAEOC and contact her with any questions.

With the increased focused on data, Liz reminded agencies of the self-monitoring plans that are setup to ensure agencies are reviewing their data. To help with that process, the HMIS Project is working with MISI to develop data self-monitoring webinars, which we hope to present in October. Those webinars – which are not required – will help you know which reports to run, how to run them, and perhaps more importantly, how to identify potential errors and fix them.

HMIS Resource Sheet: Liz referenced the resource sheet within the packet given to attendees. Many were touched on during the meeting, and she also referred agencies to the cultural competency resources as a follow-up to conversations had at the June Regional Housing Team Meetings.