

Commission to End Homelessness Implementation Group #4

August 27, 2015
9:00 a.m. to 10:30 a.m.

**The Village @ 17th Street
1505 E. 17th St., Ste. 100
Santa Ana, CA 92705**

Minutes

Kim Goll, Implementation Group Chairperson

I. WELCOME AND INTRODUCTIONS

Meeting called to order at 9:04 am by Kim Goll.

II. CONSENT CALENDAR

A. Approve April 30, 2015 Implementation Group #4 Minutes

Minutes approved.

III. DISCUSSION CALENDAR

A. 211OC Update/ HMIS – Amber Killinger

- Email sent out to agency Executive Directors detailing the following:
 - Revised HMIS Policies and Procedures, requesting for it to be signed every year.
 - New HMIS Agency agreement, requesting review and agreement to be signed.
 - 211OC to begin enforcing the HMIS Policies and Procedures Responsibilities section for Agency Administrators.
 - Agency Administrator is responsible for serving as the primary contact between end users and HMIS System Administrator. This includes troubleshooting. 211OC HMIS Helpdesk will only accept inquiries from the Agency Administrator.
 - Agency Administrator is responsible for conducting trainings to end users, if applicable. 211OC will begin a “train the trainer: trainings for Agency Administrator and will provide copies of materials and HMIS tests.
 - Agency Administrator is responsible for ensuring that all authorized end users complete training, adherence, and understanding of HMIS.
 - Request the name and contact information of the designated Agency Administrator and his/her back up.
 - HMIS data quality and project performance will be published regularly for each HMIS participating project.
 - Performance measures to be in line with HUD’s System Performance Measures.
 - Focus Strategies created the SWAP tool, which was presented at the NAEH conference in July. The tool utilizes HIC, 2 years’ worth of HMIS Data, HMIS recording work, and Population input for analysis. It will then produce a report on data quality which includes missing data, unknown answers, length of stay, utilization rates, annual households served, total households exit, household entries from homeless and non-homeless prior living, and PH exits that return to homeless.
 - Information will not be de-identified. One can expect high levels of transparency.

- Agency Administrators can manage the agencies' data quality instead of having monthly data certification from 211OC. This will create accountability.
 - Starting next year's NOFA, HUD will utilize performance measures for ranking. Thus to be competitive, performance measures must be increased.
 - Intent of new process is to protect data. 211OC staff will work with agency when there are reoccurring problems and explain consequences if problems are not resolved within a given time frame.
- ESG cities are learning what they can and cannot obtain from HMIS. It is likely that going forward only one RFP will be released as opposed to per city.

B. Continuum of Care Update – Juanita Preciado

- The NOFA is yet to be released. Release date is unknown.
- Expect a Tool Kit for Coordinated Entry to be released before the NOFA.
- LOI/Part II is not expected to be very different than last year. However, that is dependent upon the release of the NOFA.
- Continuum of care Environmental Forms will be valid for 5 years, as long as there are no changes. Agencies may submit copy of clearance letter with LOI/Part II.
- Anticipate the release of an RFP and Bonus Project.
- If needed, the AdHoc will utilize the results of the SWAP tool for any reallocation and ranking.
- CSH will be contracted to provide Technical review prior to submission into e-Snaps.
- William Snow shared that performance will become increasingly important along with data quality.

C. Coordinated Entry Update – Liz Rojas

- Point of entry for Coordinated Entry is the Street Outreach teams. Street Outreach Teams have been active in the community for a month now.
- Current Street Outreach Teams – City of Costa Mesa, Illumination Foundation, Health Care Agency, Mercy House, and Friendship Shelter.
- Soon to join Street Outreach Teams – Family Assistance Ministries, Fullerton Collaborative, and Colette's Children's Home.
- Still seeking coverage for Orange, Villa Park, Tustin, Irvine, Lake Forest, Laguna Hills.
- The Riverbed has begun to receive a lot of attention due to a recent death. There will be increased activity there with the threat of El Nino.
- As of August 20th, 2015 a total of 111 assessments have been received. Of these, 83 assessments had a score of 8 or higher. Of these, 32 clients are document ready. Our first chronically homeless family has been housed by Illumination Foundation.

IV. PUBLIC COMMENTS

None.

V. MEMBER COMMENTS

- Kim Goll touched upon the previous result made by Jennifer Lee Anderson regarding the Cost of Homelessness in Orange County.
- Deby Wolford, Colette's Children Home, shared rough data from Utah, Denver, San Diego, Santa Clara, and Los Angeles in collaborating with Karen Williams and Allison Davenport.

VI. ADJOURNED

Meeting adjourned at 10:13 am.

Next Meeting:

October 22, 2015 from 9:00 am to 10:30 am at 1505 E. 17th Street, Santa Ana, CA 92705