



VC HMIS/PTH CES Steering Committee- Quarterly Meeting Notes
November 18, 2020/9:30am-11:00am
Human Services Agency-855 Partridge Drive, Ventura

Items	Notes	Action Items
1. Welcome/Introductions	Jeff W (RAIN); Ida G (AFS); Chris R (Homeless); Marcy S (AFS); Rosie W (HMIS); Tara C (CoC); Alicia M (HMIS); Jennifer S (AFS); Timothy H (Mercy House); Mark S (CIT); Jillian F (Homeless); Stefany (CoC); Tisha M (HMIS); Heidi M (Mercy House); Kelly B (2-1-1); Ninna C (Many Mansions).	<ul style="list-style-type: none"> • None
2. Reports and Data	Tara: <ul style="list-style-type: none"> • LSA (Longitudinal Systems Analysis); AHAR (Annual Homeless Assessment Report); FY 19/20; 2-week deadline to fix errors. • State is adding HDIS (Homeless Data Integration System) – data will come from HMIS to HDIS. • Point-in-time unsheltered homeless counts will not be conducted in-person, due to Covid (observation only); sheltered in place count will be the same; volunteers cannot be recruited. Rosie: <ul style="list-style-type: none"> • LSA Reporting – funding source information needed. 	<ul style="list-style-type: none"> • Tara will let us know what data fields are needed to fix the errors. • HDIS data may need to be de-identified; may also need to add HUD & State to ROIs • Partners have been contacted for needed info
3. Update on CES Activities: Housing Numbers, HUD-CES Data Standard Updates, Onboarding Agencies	Alicia: <ul style="list-style-type: none"> • 35 households have been placed in Permanent Supportive Housing; these placements tend to stay. • With Covid, referrals have increased drastically for emergency shelter; 700+ calls have been fielded by various service providers. • CES data elements have been added to the CES assessment. 	<ul style="list-style-type: none"> • None
4. Microsoft Team Site Visits	Alicia: <ul style="list-style-type: none"> • Mandated site visits will be conducted virtually, as much as possible. If an on-site visit is required it will be as short as possible; we will wear PPE, etc. 	<ul style="list-style-type: none"> • None

	<p>Rosie:</p> <ul style="list-style-type: none"> • Please reach out with any questions before the meeting. 	
5. Current Training and Future Online Training	<p>Marcy:</p> <ul style="list-style-type: none"> • Trainings will move toward a Teams setting. <p>Rosie:</p> <ul style="list-style-type: none"> • Trainings offered for NEW users. • HMIS data entry training still offered monthly, or as needed, if an urgent need • Training topics: Programs, CES, Case Mgt, Reporting (less frequently) • Microsoft Teams trainings can be joined even if end-user does not have Teams. • If end-user has no camera/microphone, we can still screen share and provide training. • Clients have been replying via chat, or we have added a call-in phone #. • We have received fewer evaluations after virtual trainings, but they have been mostly positive. • Because of Covid, we have extended accounts by 6 months, and a handful of users have been extended twice. • Plans to create videos that can be used for remote virtual training, starting with Chronic Homeless Documentation Training & Programs Training. 	<ul style="list-style-type: none"> • None
6. Future License Fee Increase	<p>Marcy:</p> <ul style="list-style-type: none"> • It has been 2-3 years since the last increase in fees. • Planned increase of 10% in ~October 2021. 	<ul style="list-style-type: none"> • None
7. Additional HMIS Program Coordinator	<p>Marcy:</p> <ul style="list-style-type: none"> • We have received a grant for a new PC to focus on HMIS data integrity. • Interviews were held this week; a decision will be announced soon. 	<ul style="list-style-type: none"> • None
8. HMIS/CES User Evaluation Project/Survey	<p>Marcy:</p> <ul style="list-style-type: none"> • In Jan/Feb 2020, we sent out a survey on HMIS/CES & Trainings; 40 surveys were returned. • A majority of responses requested more trainings. • We are trying to include our partners in more external trainings: substance abuse, trauma-informed, aging brain, etc. 	<ul style="list-style-type: none"> • Written survey results will be included in the report out to the CoC board.

	<ul style="list-style-type: none"> Overall, the system seems to be working well for the community. 	
9. Roundtable Discussion	<p>Tara (Project Room Key Update):</p> <ul style="list-style-type: none"> State releasing add'l funding FEMA still funding (month to month) Oxnard Vagabond closing soon; transition coming (will have on-site services & security) CoC may be able to extend vouchers through Spring East County and Ventura Vagabond still willing to partner (currently at capacity) Looking at a potential Covid surge Only 13 positive Covid cases among homeless community <p>Timothy:</p> <ul style="list-style-type: none"> Oxnard Mercy House – adding a team member Planning to start a program at Oxnard Vagabond 	<ul style="list-style-type: none"> None
10. Next Meeting: 2/17/2021, 9:30-11:00		