



VC HMIS/PTH CES Steering Committee - Quarterly Meeting Notes
February 17, 2021 / 9:30am-11:00am
Human Services Agency - 855 Partridge Drive, Ventura

Items	Notes	Action Items
1. Welcome/Introductions Marcy Snider Alicia Morales Jeff Wilson Heidi Marine- Many Mansions Terrie Soto- RAIN TLC Jenn Harkey- VCCoC Jessica Petrillo- City of Oxnard- Homeless Assistance Espy Gonzalez- RAIN TLC Mark Stadler- CIT County of Ventura SD Diane Lopez/Martina Villa- HACSB Chris Russell- Homeless Services Jillian Fleming-Homeless Services Tisha Maeda-HMIS Rosie Walker- HMIS Marisol Gonzalez- 211 Contact Center Manager	When agenda is sent, agencies can provide input on agenda items or provide agency updates	
2. Espy Gonzalez on RAIN 2.0	Provided brief history of RAIN, founded in 1997. 2020 Pandemic required changes. RAIN Was COVID free for 9 months. December 2020, decision was made to move out families into hotel site. 18 households moved out. 1 household found permanent housing so 17 in total went into hotels. RAIN provides supportive services, transportation, etc.	
3. Data Quality Resolution for Closed Projects & HUD/State Reporting Requirements	HMIS Support Desk will make data changes in the following scenarios: <ul style="list-style-type: none"> • Closed projects/programs require data updates to individuals, cases, or services to comply with reporting requirements 	LSA annual reporting Data Quality updates Bed and unit inventory can change to meet the agency's needs. Jenn to reach out to Felipe regarding

	<ul style="list-style-type: none"> • Open projects require data updates to closed programs to comply with reporting requirements • As directed by the CoC to comply with reporting requirements • For data quality initiatives, as needed <p>Data Quality Report Changes: participating agencies have been notified that HMIS will now be using the Data Quality Framework report for the quarterly DQ and that they should become familiar and understand the data updates needed to support the report details.</p> <p>Policies and procedures will be updated and reviewed/ratified by the Steering Committee then sent out to all agencies.</p>	clarification on PSH projects data request.
4. Client Information Security	<p>Sending & Receiving #Secure# Emails</p> <p>Instructions attached to invitation for the meeting today. They have been uploaded to the CoC website.</p>	Use #secure# when sending PII Emails will be blocked when sent out and flagged.
5. Update on CES Activities: Housing Numbers, HUD-CES Data Standard Updates, Onboarding Agencies	<p>Data Quality: Referrals- continue as usual Exits- new element (closing old records- policy update that would go through steering committee to change when exits should occur- 90 days vs a year).</p> <p>Housing numbers:</p> <ul style="list-style-type: none"> • Average 100 referrals a month, average entries 120 a month • 19/20 FY data: • 30 agencies participating • 2, 689 referrals <ul style="list-style-type: none"> 44%--> RRH/HP 70%--> of those were in housing search and/or placed in PH 	

	<ul style="list-style-type: none"> • Veteran integration: more active participation with Veteran work group with CES integration • CH training ongoing on an every other month basis 	
6. Microsoft Teams Site Visits	<p>14 out of 30 agencies have registered- reminder email sent out yesterday</p> <p>Will be handling visits remotely with exception to the new agencies, will require in visit</p>	
7. Current Training and Future Online Training	<p>New user training upcoming: Programs training- 2/16/21 CH training-3/21 Case management training CES training-Thursday 2/18/21 No annual refresher training at this time</p>	
8. Roundtable Discussion	<p>HMIS monthly newsletter</p> <ul style="list-style-type: none"> • Successes • Trainings available • HUD updates • CES news 	
9. Next Meeting: 5/19/2021, 9:30-11:00	<p>Please let us know if you would like anything added to the agenda or if there are presentations you would like to hear/see.</p>	