
TUCSON PLANNING COUNCIL FOR THE HOMELESS

HMIS Committee

November 9, 2009 Minutes

Co-Chairs: Karen Caldwell, Mary Beth Landis-Jantzen

Next Meeting: Thursday, December 17, 2009, 3:00 – 4:30 p.m. SAAF, 375 S. Euclid Avenue
--

Report to TPCCH General Meeting Month November 12th

■ n/a

TOPICS DISCUSSED

- 1. Minutes.** Cheryl Sanchez moved and William Parker seconded that the minutes of the previous meeting be approved as presented. **Motion passed.**
- 2. Statistics/Data Quality.** Don Logue reported. There are currently more than 7,500 program entries including 4,900 unduplicated clients. Data quality is generally good with less than 5% null fields as required by the U.S. Department of Housing and Urban Development (HUD) data standards. The detailed report was passed for inspection.
- 3. HPRP.** Don and Scott Rich reported. The final group HPRP trainings will be tomorrow and the next day for the City/County Homeless Prevention and Rapid Re-housing Program (HPRP), called “Project Action” locally. The Primavera Foundation, Southern Arizona AIDS Foundation (SAAF) and CODAC are the selected providers. Providers began entering clients. HPRP requires that service actions and case management are tracked and quarterly reports submitted 10 days after the end of each fiscal quarter. Mary Beth Jantzen noted the Project Action “roll out” is not yet complete. More information will be forthcoming about how clients can access these services.
- 4. AHAR.** Don reported. TPCCH is working toward providing the community’s aggregate data to HUD to be statistically analyzed and combined into the Annual Homeless Assessment Report (AHAR) to Congress. This earns our continuum of care extra points in its HUD application and improves the chances of success in obtaining bonus projects. Don said that it appears that TPCCH will qualify for AHAR in three of four program areas. The fourth simply does not have a complete year of data. To individual agencies, it means that information on all homeless beds (regardless of funding source) and the clients using them should be included in the HMIS system. Each agency/program can determine which clients were left out or entered incorrectly by running report 99.2 (AHAR). They can then complete their data entry. A workshop to enter required program descriptors was held today.
 - **Next step. a.)** Agencies with programs that were not fully represented in HMIS in 2008-09, will enter all programs for the 2009-2010 fiscal year beginning October 1, 2009.
 - b.)** Don will email those agencies that have not finished entering or have not yet entered their program descriptors regarding completing this task. .
 - c.)** Committee members will email Don to confirm/update their user’s names and email addresses.
- 5. ART.** Don reported. “ART” is the ServicePoint[®] Advanced Reporting Tool. Its use is required by HPRP. Ten licenses for ART have been added to the Tucson HMIS. More may be obtained later. There will be a workshop on using this sophisticated reporting tool next month.

- 6. December Trainings.** There were a number of requests for another basic HMIS training, so one will be held next month. The week of December 7th is preferred, but may not be possible due to the high demand for the Kino Service Center Computer Lab. Administrators are seeking an alternate lab with at least six available computers. This will be in addition to the ART training.
- **Next step.** Joyce Alcantar will check to see if a City computer lab is available and report back to the co-chairs and system administrators, who will check with DK Advocates if their classroom is available.
- 7. Additional Agencies/Programs.** Don reported. He noted that most Tucson service providers are on HMIS with the exception of Gospel Rescue Mission, the Veterans Administration Supported Housing program (VASH), Pio Decimo Center, some Old Pueblo Community Services (OPCS), and a few Comin' Home programs. Grantee and system administrators recently had a very good meeting with the GRM executive, men's shelter and program directors, who are interested in possibly replacing their current data system with ServicePoint[®]/HMIS after their busy holiday season. Leah Jones reported that OPCS has about 60-70 beds to add, possibly excluding 10 for survivors of sexual assault. There may also be some veterans not yet entered. Noel Evans reported that Comin' Home still needs to enter four programs with approximately 90 beds.
- 8. Next Meeting:** Thursday, December 17th, 3:00-4:30 p.m., SAAF. 375 S. Euclid Avenue

Submitted by Settle Madden

Attendance

Name	Organization	Email
Joyce Alcantar	City of Tucson	joyce.alcantar@tucsonaz.gov
Anne Boettcher	COPE	aboettcher@copebhs.com
Karen Caldwell	Primavera Foundation	kcaldwell@primavera.org
Noel Evans	Comin' Home	nsharpe@cominhome.org
Olivia Gutzman	CPSA	olivia.gutzman@cpsa-rbha.org
Leah Jones	Old Pueblo Community Services	leahjones@helptucson.org
Mary Beth Landis-Jantzen	SAAF	mjantzen@saaf.org
Don Logue	Symmetric Solutions	dlogue@symmetricsolutions.com
Rosanna Mendoza	TMM Family Services	rrodriguez@tmmfs.org
William Parker	Giving Tree Outreach Program	parker@thegivingtreeoutreach.org
Scott Rich	Symmetric Solutions	hmissupport@gmail.com
David Roun	CODAC	droun@codac.org
Phyllis Russell	Esperanza en Escalante	prussell@eeeveterans.org
Cheryl Sanchez	Jackson Employment Center	chsanchez@pima.gov