

**TPCH HMIS Committee Meeting Minutes 8/8/2018**

3:00-4:30pm SAAF 375 S. Euclid Ave.

Agenda Item	Who	Discussion/Motions/Decisions	Next Steps/Responsible
7/11 Minutes draft	1. Anna Billings 2. Cindy Diaz	Motion to approve minutes Motion passed, Collaborative Applicant (CA) abstained.	CoCA posts minutes to website.
<b>Old Business</b>			
-Next Steps for HMIS Feedback -Data Quality Report Clarification -Data Workgroup	Gilberto HMIS Team	1. Our recent guest speaker, Gabe, will be coming back to HMIS. 2. Clarification discussed at last meeting. 3. Those who signed up received an email this morning regarding the first meeting. Sign in sheet passed around.	Wed., Aug. 29, 3pm, SJEC.
<b>New Business</b>			
-2018 NOFA Application  -AZ DES Report: SysPM Measures for 7/1/17-6/30/18	Gilberto  1. Bill Finch 2. Valerie Grothe	1. The rating tool question about CE has caused confusion. Please email HMIS Help to get CE figures. The only exclusions will be moving someone from project to project. Use last APR dates. There is an issue of getting Sage APR PDFs less than 200 pages but not 4 pages. AAQ to the Sage help desk. 2. Annual Report distributed of people served in the 2017-18 fiscal year. Total 4673 people served, broken into populations by age, gender, race, chronic homelessness, & veteran status. This is to supplement an annual report that is turned in to the Mayor. <b>Motion</b> to approve & release this report to the state as is. <b>Motion passed</b> , Pima County (PC) & CA abstained.	hmishelp@pima.gov
Strategic Plan Updates	All	<b>1.1.1</b> PC will look into stakeholders who have joined since last year. <b>1.2.1</b> Quantify participation by checking sign in sheets for new attendees. <b>1.3.1</b> Reports are currently reviewed monthly. <b>2.1.1</b> Update training information for the current year. <b>2.3.1</b> Review new projects. Don't use ones that haven't started yet. <b>2.4.1</b> Shared 2018's HIC/PIT reports with the public in June 2018. <b>3.1.1</b> Monitoring tool did not include timeliness or data quality. Data quality improving. <b>3.2.1</b> SysPM submitted on time in May 2018. HMIS data collection forms help improve data quality. <b>5.1.1</b> We have housing referral reports, most recent in July 2018. <b>5.2.1</b> This is not happening, there is no current documentation procedure for this.	

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Monthly Agenda Items			
-Data Quality/Completeness -HMIS Training Report -Licenses and HMIS Participating Agencies	HMIS Team	Reports distributed via email.	
Good of the Order		1. Now that the new releases that don't expire have gone into effect, the expiration field in the form is still required. The ROI doesn't have to be entered on COC side. It does have to be submitted on CIC side.	

**Next Meeting: Wed., Sept. 12, 3:00-4:30pm, Southern Arizona AIDS Foundation, 375 S. Euclid Ave.**

Attendance:

Name		Organization	Email Address
Anna	Billings	Salvation Army	anna.billings@usw.salvationarmy.org
Cindy	Chavarria	Emerge!	cindyc@emergecenter.org
Heidi	DeDanaan	TPCH	heidi.dedanaan@communitypartnersinc.org
Cindy	Diaz	COPE	cdiaz@copecommunityservices.org
Melissa	Fellure	CPSA/CPI	melissa.fellure@communitypartnersinc.org
Priscilla	Figueroa	Pima County	priscilla.figueroa@pima.gov
Bill	Finch	Salvation Army	bill.finch@usw.salvationarmy.org
Valerie	Grothe	La Frontera	vgrothe@lafrontera.org
Gilbert	Gutierrez	La Frontera	ggutierrez@lafrontera.org
Sasha	Hawman	TPCH	sasha.hawman@communitypartnersinc.org
Charles	Hofker	Gospel Rescue Mission	charles@grmtucson.com
Sonia	Lopez	Pio Decimo Center	slopez@ccs-pio.org
Ana	Lucero	Primavera	alucero@primavera.org
Pam	Moseley	Pima County	pamela.moseley@pima.gov
Tracy	Murphy	El Rio	tracym@elrio.org
Jocelyn	Muzzin	SAVAHCS	jocelyn.muzzin@va.gov
Helen	Sanchez	MHC Healthcare	hsanchez@mhchealthcare.org
Megan	Sanes	Our Family Services	msanes@ourfamilyservices.org
Dan	Sullivan	Pima County	daniel.sullivan@pima.gov
Joey	Zimmerman	Valley Assistance Services	j.zimmerman@valleyassistanceservices.org

Submitted by: Heidi DeDanaan