



**ARIZONA BALANCE OF STATE CONTINUUM OF CARE  
AZBOSCOC HMIS Committee**

**March 7, 2023 10:00am to 12:00pm**

TOPIC	OUTCOME/NOTES	
<b>Welcome and Introductions</b>	Achieve- Lucia Wilson ADOH- David Bridge, Cristina Benitez, Connie Howell, Shannon Haines A New Leaf- Michelle Alberti CAHRA- Suzanne Payan CBI- Maria Wildey, Donna Montgomery, Sasha Hawman CCCS/Coconino- Christopher Moller CCCS/Yavapai- Autumn Patton CPIH- Helen Sanchez GNA- Kyle Allen, Orion Hardy	Gila County- Allison Torres KAAP- Doreen O'Banion Mohave- Kelly Williams OCCAC- Marilyn Johnson Pinal County- Staci Parisi RCFBH- Evelyn Ruiz SAAF- Chandy Leverance SAVAHCS- Jocelyn Muzzin Solari- Stephanie Crum US Vets- Laurie Morrison WAGOC- Carmen Gontes
<b>Approval of the Draft HMIS meeting notes from the 11/30/2022</b>	Staci made a motion to approve the notes from the last meeting, Kelly seconded the motion; motion passed.	
<b>Reorganization of committee</b> <ul style="list-style-type: none"> <li>• <b>Structure- co-chair volunteer</b></li> <li>• <b>training needs-community input</b></li> </ul>	Maria Wildey expressed interest in the co-chair position; with no objections, Maria was approved to be the co-chair. David discussed the online learning platform being developed to put standard trainings in place; BOS would share a website with the Pima CoC, although BOS would have their own section of the shared space. A complete list will be brought to a future meeting, but as of now the three main focal points are: <ul style="list-style-type: none"> <li>• HUD compliance issues</li> <li>• Case Management and Service Skills</li> <li>• General Information, Growth, Self-Help</li> </ul> Staci asked for the ability for each LCEH to be able to access their own regional HMIS data, including HIC and PIT data, whereas currently each agency can see their own data but can't see other agencies data who are in the same region. Additional permissions/MOUs would need to be established for this type of data sharing.  The issue of lack of information regarding health plans that clients are enrolled in was discussed; ADOH will work with Solari to facilitate capturing this data and making it available.	

	Chris suggests a public-facing training on what “motivates” data requests. This would better help partners and clients understand some of the requirements we have to adhere to.
<p><b>HMIS Policies-Guidance</b></p> <ul style="list-style-type: none"> <li>• <b>Review of HMIS policy annually- does current policy need to be reviewed/updated to any new HUD requirements- assign to workgroup</b> <ul style="list-style-type: none"> <li>a. <b>ADOH is working on overall policy for HMIS licenses</b></li> </ul> </li> <li>• <b>Functionality for CE –LCEH are asking for Solari training to push referrals from CE/CC</b></li> <li>• <b>Mandatory Data Collection-Health Insurance status</b></li> <li>• <b>Update HMIS policy to share data-Need MOUs with all providers in LCEH to share data for more detailed reports</b></li> <li>• <b>New providers asking to join BOS HMIS</b> <ol style="list-style-type: none"> <li>1. <b>Solari will be taking over function of managing HMIS licenses. ADOH has final approval.</b></li> <li>2. <b>Process</b></li> <li>3. <b>Implementation</b></li> </ol> </li> </ul>	<p>HMIS policies were last updated in 2021; a workgroup is needed to review the policies to bring to the group for updating; if interested in participating in a work group, email Cristina by 03/13/23. <b>Volunteers for the committee:</b> Maria Wildey CBI, Kyle Allen GNA, Lucia Wilson Achieve, Helen Sanchez CPIH, Evelyn Ruiz RCFBH La Paz, Michelle Alberti A new Leaf, Cynthia Ortiz CPIH, Kelly Williams Mohave, Autumn Patton,</p> <p>Requests for HMIS licenses are increasing with non-CoC providers, so the policy will be written to have Solari be the manager of the licenses with ADOH having final approval of which agencies these will be given to/invoiced for.</p> <p>A policy regarding referrals during CE/CC is the first step, then the training will follow. Historically when a referral was made there was no way to follow-up or see what the status was, so these clients being referred were in limbo. <b>Volunteers from HMIS committee to work with CE/CC committee:</b> Cynthia Ortiz CPIH, Jocelyn Muzzin SAVAHCS, Kelly Williams Greer Mohave, Maria Wildey CBI, Julia De Los Reyes WACOG, Allison Torres Gila County, Laurie Morrison U.S. Vets</p>
<ul style="list-style-type: none"> <li>• <b>Data sharing- access to data-(AHCCCS)</b></li> <li>• <b>LAPP Update</b></li> </ul>	<p>Currently, data flows only one direction, due to privacy/HIPAA concerns. Having a data warehouse for sharing (provided the clients have signed agreements) is still in the works. There is a pilot data share opportunity with AHCCCS and Maricopa County, where, for example, AHCCCS could verify eligibility for clients with SMIs (instead of it being self-reported), Medicaid-enrolled, etc. and then go back to the agencies in Maricopa County to facilitate moving people through the process of getting them housed.</p> <p>Now BOS has the opportunity to share data with the Maricopa County CoC, such as UDE (Universal Data Element) information, homeless history, geographical information, etc. It’s still mostly one-sided since they still cannot share protected information, but they can help clear up some of the data to move things along quicker. Is the HMIS Committee willing to have this data sharing lopsided partnership as a trial, provided the GAB also approves?</p> <p>Kelly motioned to approve and elevate the pilot opportunity to the GAB; Suzanne seconded. There were no objections, so the GAB will be given the approval of the HMIS Committee.</p>

<p><b>HMIS data input and quality</b></p> <ul style="list-style-type: none"> <li>• Monthly COC Data quality report</li> <li>• Reviewing entries for completeness- BOS utilizing Solari Office hours</li> <li>• Start development of local benchmarks <ul style="list-style-type: none"> <li>a. Retention numbers</li> </ul> </li> </ul>	<p>Stephanie shared the overall System Data Completeness Report; the HUD UDE is getting a “B”, but the other additional data completeness is really lacking and getting an “F.” 98% accuracy is the goal, so there is major room for improvement.</p>
<p><b>Solari updates</b></p> <ul style="list-style-type: none"> <li>• SPM update- Submission/Review</li> <li>• Diversion-can it be tracked in BOS HMIS- could this be reported on a quarterly basis-track returns to homeless system</li> <li>• Outreach training using GPS location tool-LCEH Capacity Building- how is this used/training-Solari has worked with MAG</li> </ul> <p>Update regarding inflow/out flow chart in tableau (starting point, output &amp; outcome)</p>	<p>Stephanie gave an SPM update- the results were sent to HUD last week; SPMs are incredibly important for NOFO scoring.</p> <p>Maricopa county is collecting Global Positioning System (GPS) data where outreach is taking place- this is entering into HMIS and then a lot of mapping data can be generated to show hot spots or vacuums, etc.</p> <p>The System Flow Dashboard is now active; Stephanie recommends taking the time to read the definitions to help familiarize with what the data means:  <a href="https://public.tableau.com/app/profile/hmisaz/viz/BOSSystemFlowDashboard/Information">https://public.tableau.com/app/profile/hmisaz/viz/BOSSystemFlowDashboard/Information</a></p>
<p>ADJOURN</p>	

List of [Acronyms](#)

<p>ADOH contacts for information/concerns or issues:</p> <ol style="list-style-type: none"> <li>1. Cristina Benitez <a href="mailto:cristina.benitez@azhousing.gov">cristina.benitez@azhousing.gov</a></li> <li>2. David Bridge <a href="mailto:David.Bridge@azhousing.gov">David.Bridge@azhousing.gov</a></li> <li>3. Keon Montgomery <a href="mailto:keon.montgomery@azhousing.gov">keon.montgomery@azhousing.gov</a></li> </ol> <p>ADOH website: <a href="https://housing.az.gov/documents-links/forms/special-needs-continuum">https://housing.az.gov/documents-links/forms/special-needs-continuum</a></p> <p>&gt;Special Needs-Continuum -What you will find are updates regarding NOFO BOS CoC Policies/guidelines/initiatives/Governance Charter, BOSCO annual</p>	<p>Resources for Funding and information – many of them have list-serves so you will be updated on information:</p> <p>USICH resource tool for funding for Social and other related Services  <a href="https://www.usich.gov/tools-for-action/federal-health-and-social-service-programs-that-support-people-experiencing-homelessness/">https://www.usich.gov/tools-for-action/federal-health-and-social-service-programs-that-support-people-experiencing-homelessness/</a></p> <p>AZ Housing Fund (Different from the Arizona Department of Housing Trust Fund)  <a href="https://arizonahousingfund.org/">https://arizonahousingfund.org/</a></p>
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<p>meetings note; Coordinated Entry Committee; Governance Advisory Board agenda's/notes; HMIS committee/HMIS documents/form; LCEH Committee; <b>Point In Time Reports; Veterans Work group;</b></p> <p><b>Special Needs:</b></p> <p>System Performance Measure Link <a href="https://public.tableau.com/app/profile/hmisaz/viz/BOS-SystemPerformanceMeasures/CountyComparison">https://public.tableau.com/app/profile/hmisaz/viz/BOS-SystemPerformanceMeasures/CountyComparison</a></p>	<p>National Alliance to End Homelessness <a href="https://endhomelessness.org/">https://endhomelessness.org/</a></p> <p>Funds available through Home-American Rescue Plan Program <a href="https://www.hud.gov/program_offices/comm_planning/home-arp">https://www.hud.gov/program_offices/comm_planning/home-arp</a></p> <p>All things HUD <a href="https://www.hudexchange.info/">https://www.hudexchange.info/</a></p> <p>United States Interagency Council on Homelessness <a href="https://endhomelessness.org/ending-homelessness/policy/united-states-interagency-council-homelessness/">https://endhomelessness.org/ending-homelessness/policy/united-states-interagency-council-homelessness/</a></p> <p>Housing Assistance Council—focus on rural areas <a href="https://ruralhome.org/">https://ruralhome.org/</a></p> <p>Local First Arizona –Rural Development <a href="https://localfirstaz.com/rural-development">https://localfirstaz.com/rural-development</a></p>
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