



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

**February 6, 2025 9:00am to 10:30am**

TOPIC	OUTCOME/NOTES
Welcome and Introductions	Adria Tena (Solari) Ali De La Trinidad (AHCCCS) Autumn Miller (VA) Brad Roland (GNA) Carmen Miranda (Gila County) Chaisea Marshall (KAAP) Chloe Scott (CCCS) Christopher Moller (CCCS) Cristina Benitez (ADOH) Elvira Hidalgo (Achieve) Elvis Kost (Achieve) Hannah Lynch (Gila County) Isabel Prado-Toledo (Gila County) Jocelyn Muzzin (VA) Jorge Herrera (RCFBH) Joyce Sanchez-Torres KC Brown (CCCS) Kelly Williams (Mohave County) Kyle Allen (GNA) Laurie Morrison (US VETS) Lucia Wilson (Achieve) Matt James (GNA) Megan Akens (DES) Michelle Boyle (ANL) Randy Hade (Solari) Sarah Castillo (Mariposa) Shannon Haines (ADOH) Suzanne Clarke (KAAP) Suzanne Payan (CAHRA)
Approval of the Draft HMIS meeting notes from the 12/10/24	Not completed
DWEL Update 1. Overview of DWEL 2. Recent updates and status 3. Asks or next steps	Solari presented about the Data Warehouse Enterprise for Linkage, Arizona (DWEL), discussing its goals, structure, and governance, while outlining the process for staff to upload the Release of Information (ROI) data into the HMIS system. The committee members were asked for their feedback on the process. Cristina then discussed the next steps for the Dwell Arizona Program, including the review of data sharing agreements by the Attorney General's office and the risk management team.
HMIS Team Update: 1. Data Quality compliance update (tools available-0252) Solari Outreach and ongoing work to improve data quality 2. Update on CE Referral training 3. Software vendor selection update HMIS Policy Discussions: 1. Funder Access Request policy 2. Police Access discussion 3. Update on ROI and visibility sharing	<b>Data Quality and Software Vendor Selection</b> Randy discussed the progress of data quality work across agencies, aiming for a 90% baseline. He mentioned that the HMIS team would like to bring forward policy recommendations in a few months. Cristina emphasized the importance of data quality for reporting purposes. Randy also discussed the training of agencies on using the recording referrals in HMIS and the current status of these trainings. Lucia raised a concern about visibility issues with the software, which Randy agreed to investigate. Randy also announced the ongoing software vendor selection process, aiming to have a draft finalized in February. Kelly and Cristina expressed their willingness to assist in the evaluation of potential software vendors.

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	<p><b>Improving Data Sharing and Visibility</b> Randy discussed the challenges with the current data sharing and visibility settings in the HMIS system. He proposed a process shift where data entry would only be required for those who select 'no' to sharing, and a help desk ticket would be submitted to lock the profile. This would default to sharing client data, which Randy believes would improve coordination and address the majority of complaints about poor sharing. The proposed solution was met with positive feedback from the team, with some members expressing concerns about the current visibility issues and the need for better tracking of referrals.</p> <p><b>New Data Access and Sharing Process</b> In the meeting, Randy and Cristina discussed the implementation of a new process for data access and sharing. The team agreed to move forward with the ROI process, with Randy planning to start communications and training within a couple of weeks. The team also discussed the need for a policy review regarding data access, with Cristina suggesting a review of the current policy. The team also discussed the need for funders to provide proof of agency approval for data access, with Randy suggesting that the agency should submit a ticket requesting access. The team agreed to move forward with this approach, with Randy planning to start implementing it soon.</p> <p><b>Police Access to HMIS Concerns</b> In the meeting, Randy proposed the idea of police community liaisons having access to HMIS for better coordination and reducing criminalization efforts. However, Kyle and Kelly expressed concerns about police access to client information, fearing it could lead to mistrust and potential misuse. Hannah and Kelly also highlighted the need for buy-in from the community and the police department before granting such access. The team agreed that police access to HMIS should be voluntary and not a pilot project for Mojave County.</p>
<p>Discussion of Assessment tool- full VI-SPDAT or another tool Discussion of Funder Access to HMIS data Update of HMIS policies</p>	<p>Cristina led a discussion about the use of the VI SPDAT, a tool used for housing intervention and case planning. The team discussed the full VI SPDAT, which is more comprehensive but time-consuming, and the shorter version used for CE prioritization. Suzanne and Autumn shared their experiences with the full VI SPDAT, noting that it can be cumbersome and may deter clients. Kelly suggested the need for a clearer picture of clients' needs and proposed the use of another assessment tool. Hannah asked about the data entry process in HMIS, and Kelly advised her to explore the alternate menus for additional information. The team agreed to consider the use of a more comprehensive assessment tool in future discussions.</p>
<p><b>System Performance Measures For HUD COC</b> 1. Length of Time Persons Remain Homeless 2. The Extent to which Persons who Exit Homelessness</p>	<p>Overall data quality at 93.3% across projects</p> <ul style="list-style-type: none"> <li>• Working to get all agencies to 90% baseline quality</li> <li>• Discussion of assessment tools including VI-SPDAT vs full SPDAT</li> </ul>

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<p>to Permanent Housing Destinations Return to Homelessness within 6, 12, and 24 months</p> <p>3. Number of Homeless Persons</p> <p>4. Employment and Income growth for Homeless Persons in CoC Program-Funded Projects</p> <p>5. Number of Persons who Become Homeless for the First Time</p> <p>6. Homeless Prevention and Housing Placement of Person Defined by Category 3 of HUD's Homeless Definition in CoC Program-funded Projects</p> <p>7. Successful Placement from Street Outreach and Successful</p> <p>8. Placement in or retention of Permanent Housing</p>	<ul style="list-style-type: none"> <li>• Need to balance comprehensive assessment with time constraints</li> <li>• Some communities developing supplemental assessment questions</li> </ul>
<p>Action Items</p>	<ul style="list-style-type: none"> <li>• Randy to implement the new ROI visibility process in HMIS within the next couple of weeks.</li> <li>• Randy to review HMIS policies and update any references to ROI processes.</li> <li>• HMIS team to communicate the new ROI visibility process changes to all users through email blasts, ATWs, and training materials.</li> <li>• Randy to clean up funder access in HMIS and implement the new funder access approval process.</li> <li>• Christina to pass along the committee's feedback on police access to HMIS to David Bridge.</li> <li>• HMIS Committee to further discuss assessment tools at the next meeting.</li> </ul>
<p>ADJOURN</p>	

## Arizona Department of Housing Contact Information

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602-309-6542

[Link](#) to ADOH Bulletin List Serve

### ADOH AZBOSCOC [website](#):

- Updates regarding NOFO
- AZBOSCOC Policies/guidelines/initiatives/Governance Charter
- Meeting agendas and notes (GAB, LCEH, Subrecipient, Coordinated Entry Committee, HMIS, Veterans, JEDI)
- HMIS documents/forms
- PIT Reports

Special Needs Documents Upload [Portal](#):

HUD Exchange- <https://www.hudexchange.info/programs/HMIS/>

HMIS- <https://files.hudexchange.info/resources/documents/HMISFactSheet.pdf>

### Center for Evidence Based Solution to Homelessness-

<http://www.evidenceonhomelessness.com/factsheet/HMIS/>

<http://www.evidenceonhomelessness.com/resources/>

### HMIS Requirements

<https://www.hudexchange.info/programs/HMIS/HMIS-requirements/>

HMIS Data Standards- <https://www.hudexchange.info/resource/3824/HMIS-data-dictionary/>

### System Performance Measure Links

- [County Comparisons](#)
- [HMIS Profile](#)
- [System Performance Measures Dashboard](#)

List of [Acronyms](#)

Resources for Funding and information—many of them have list-serves so you will be updated on information:

USICH resource tool for funding for Social and other related Services

<https://www.usich.gov/tools-for-action/federal-health-and-social-service-programs-that-support-people-experiencing-homelessness/>

AZ Housing Fund (Different from the Arizona Department of Housing Trust Fund)

<https://arizonahousingfund.org/>

National Alliance to End Homelessness

<https://endhomelessness.org/>

Funds available through Home-American Rescue Plan Program

[https://www.hud.gov/program\\_offices/comm\\_planning/home-arp](https://www.hud.gov/program_offices/comm_planning/home-arp)

All things HUD

<https://www.hudexchange.info/>

United States Interagency Council on Homelessness

<https://endhomelessness.org/ending-homelessness/policy/united-states-interagency-council-homelessness/>

Housing Assistance Council—with a focus on rural areas

<https://ruralhome.org/>

Local First Arizona –Rural Development

<https://localfirstaz.com/rural-development>

Arizona Housing Coalition

<https://www.azhousingcoalition.org/>