

**Balance of State Continuum of Care  
HMIS Committee  
Minutes: Conference Call on February 1, 2017**

**Persons in Attendance:**

Glennifer Mosher	ADOH, Chair
Brenda McAdams	Achieve
Diane Guerrero	CAHRA
Lauren Randel	Catholic Charities Community Services (CCCS)
Krystal Semmons	Catholic Charities Community Services SSVF
Patricia Scott-Lopez	Cenpatico
Cristina Benitez	Cenpatico
Shantae Smith	Community Information and Referral (CIR)
Melissa Fellure	Community Partnership of Southern AZ (CPSA)
Julie Montoya	Housing Solutions of Northern Arizona-Sharon Manor, Secretary
Terri Baughn	Mohave County Community Services
Maribel Najjar	National Community Health Partners
Miguel Villalpando	National Community Health Partners
Cedric Randle	National Community Health Partners
Kathy Tittle	Northern Arizona Veterans Resource Center
Missy Paulsell	Northland Family Help Center (NFHC)
Marilyn Johnson	Old Concho Community Asst Center (OCCAC)
Skye Biasetti	US Vets
Julia De Los Reyes	Western Arizona Council of Governments (WACOG)
Patty Kelly	Western Arizona Council of Governments (WACOG)
Timothy Abraham	Western Yavapai Guidance Clinic
Norma Castaneda	Women's Transition Project (WTP)

• **Call to Order**

The meeting was called to order at 10:00am by Glennifer Mosher. Minutes from January 4, 2017 were approved. Motion was made by Skye Biasetti, seconded by Melissa Fellure. Unanimous yes vote.

• **PIT (Point in Time) Count**

The PIT count was on January 24, 2017. Most programs are still in the process of compiling their information. Weather was a big concern this year. It was very cold the week of the PIT count. It was suggested that there be a consideration to move the PIT to another time of the year.

• **Coordinated Entry**

When a client comes in looking for housing, they should be prescreened for Coordinated Entry. If a client is not homeless, a SPDAT should be completed but they should not be entered into Coordinated Entry. If the client is homeless, a VI-SPDAT should be completed and entered into Coordinated Entry. Once they are entered in to Coordinated Entry, make appropriate referrals and exit out of Coordinated Entry. Make sure to check the need boxes when making referrals. If Coordinated Entry training is needed, let CIR know and they will schedule training.

• **New HMIS Data Updates**

On March 1<sup>st</sup>, HIC changes can be entered. Some requirements might be changing to the APR as well. On April 1<sup>st</sup>, changes will be uploaded to a new program called Sage. APR's will be submitted directly from the program. It will be very important not to leave answers blank. HUD will be looking at data to determine what money is given to Arizona.

Data quality reports are being sent out to agencies. System performance measures are coming from the information that we are collecting. Run an APR regularly to look at program data.

• **New Business**

None

- **Next Meeting**

Wednesday, March 1, 2017 at 10:00am -11:30am

Teleconference info: (866) 244-8528 Passcode: 840114

.

Motion to adjourn meeting made by Skye Biasetti.

Meeting adjourned at 11:05am.