

**Balance of State Continuum of Care
HMIS Committee
Minutes: Conference Call on July 5, 2017**

Persons in Attendance:

Glennifer Mosher	ADOH, Chair
Diane Guerrero	CAHRA
Cristina Benitez	Cenpatico
Shantae Smith	Community Information and Referral (CIR)
Michelle Thomas	Community Information and Referral (CIR)
Melissa Fellure	Community Partnership of Southern AZ (CPSA)
Adrian	DES
Sidney Potter	Good Neighbor Alliance
Julie Montoya	Housing Solutions of Northern Arizona-Sharon Manor, Secretary
Terri Baughn	Mohave County Community Services
Maribel Najar	National Community Health Partners
Kathy Tittle	Northern Arizona Veterans Resource Center (VRC)
Skye Biasetti	US Vets
Tim Lastowski	US Vets
Tim Green	US Vets
Romelia Lopez	Western Arizona Council of Governments (WACOG)
Patty Kelly	Western Arizona Council of Governments (WACOG)

• **Call to Order**

The meeting was called to order at 10:02am by Glennifer Mosher. Minutes from June 7, 2017 were approved. Motion was made by Sidney Potter, seconded by Romelia Lopez. Unanimous yes vote.

• **CIR Update**

The training schedule was emailed out last week. CIR was acquired by a new agency and are moving to a new location in Tempe this weekend. They will be located near 56th St. and Washington off the 202 freeway. Trainings will be held there moving forward. Shantae's last day with CIR is July 7th.

• **Clarifications**

The refresher course is due for all users. It needs to be completed once a year. If you did not receive an email, you are not required because you already took at least one hour of training the past year. Training videos are available online whenever you want to look at them. Safe havens are not emergency shelters and there are none currently in Arizona. Make sure if you are checking safe haven as an entry or exit, that it is actually a safe haven. Once an individual enters in to transitional housing, they are no longer considered homeless. The VA housing programs may be allowed to keep homeless status if it was under 90 days. CIR will check on this and get back to the committee with the answer.

• **New CoC APR- #0260**

The new APR is located on the dashboard under reports. You need to have an ART license to run the companion APR. APR's need to be run every other month. ADOH does not want to see any errors. Timeliness will also be recorded. The annual assessments should be completed within 30 days. When completing income updates, click on interims, do not edit current information and never delete the old income. Under interim updates, end the current income and then add the new income.

• **New Business**

None

- **Next Meeting**

Motion to adjourn the meeting was motioned by Maribel Najjar and seconded by Diane Guerrero.
Meeting adjourned at 11:11am.

Next meeting:

Wednesday, August 2, 2017 at 10:00am -11:30am

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

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