



**ARIZONA BALANCE OF STATE CONTINUUM OF CARE**  
**COORDINATED ENTRY COMMITTEE MEETING**  
**1110 WEST WASHINGTON, PHOENIX,**

**WEDNESDAY, DECEMBER 5, 2018 @ 10 AM – 11 AM**  
**CONFERENCE ROOM 1/Teleconference**

**MINUTES**

TOPIC	PRESENTER	TOPICS/OUTCOME
Call to Order Introductions	D. Bridge	(See Attendance)
CRN Update Training Annual Refresher Housing Provider Refresher Other	T. Rosensteel G. Vercruyssen	Annual Training – all but approximately 10 persons are complete. Licenses shut down for those who did not complete. Housing provider training available, deadline extended to complete is 12/20 or license suspended. Only for PH/RRH housing providers. Last Kingman training cancelled due to lack of participants. CRN looking for Northern AZ training site.
Data Sharing Update	D Bridge	GAB asked for MOU to approve sharing with AHCCCS. Being developed ADHS – HIV/AIDS – Interest in access to by name list to identify persons for housing and service connection/treatment. ACTION: Approved – create MOU for review to share BNL information with ADHS for HIV/AIDS coordination. Question: Are people informed of who data is shared with? Response: Yes, updating privacy policy including list of data share participants.
New Users RBHA NAVAHCS Guidance Center Primavera CCJ	D. Bridge	Reviewed new or proposed users. No concerns raised.
Partnership Agreement	D. Bridge	Reviewed proposed additions to Partnership Agreement including: <ul style="list-style-type: none"> <li>• Updating AZBoSCoC abbreviations</li> <li>• Changing Bowman to Wellsky</li> <li>• HMIS Purposes – removing HMIS use for “all” reporting needs</li> <li>• HMIS Purposes – Adding CE support and coordination</li> </ul>

TOPIC	PRESENTER	TOPICS/OUTCOME
		<ul style="list-style-type: none"> <li>• HMIS Purposes – Removing impact on other data systems</li> <li>• Provider Duties – users start up duties and annual refresher training requirement</li> <li>• Provider Duties – added duty to name Agency Administrator and duties</li> </ul> ACTION: Motion to accept changes was seconded and approved Note: correct spelling of “Partnership”
Privacy Notice	D. Bridge	Reviewed need for HMIS Privacy Notice. Current policy requires annual review and update. Review and compare to HUD Privacy Notice template to ensure compliance and completeness. At next meeting will review and update policies.
Other Business/Issues from Committee	D. Bridge/HMIS Committee	No issues at this time Next Meeting – Wednesday, January 2, 2019
Meeting Adjourned (10:55 am)		

ATTENDANCE	REPRESENTATIVE(S)
ACHIEVE Human Services (AHS)	B. Mc Adams
Primavera	F. Real
Arizona Dept. of Housing	K. Basta D. Bridge
Catholic Charities (CC)	C. Moller, D. Reynolds
CC - Arizona - SSVF	P. Heiden
GNA - Samaritan Station - ES	S. Potter
Mohave County Community Services (MCCS)	T. Baughn
Mohave County Housing and Community Development	
National Community Health Partners (NCHP)	
NCHP - Rapid Rehousing - Pinal - SSVF - RRH	T. Cann, M. Villalpando, N. Zatrain
Western Arizona Council of Governments (WACOG)	P. Kelly, C. Gontes
Community Response Network	T. Rosensteel, G. Vercruyssen