

Norfolk Homeless Consortium
Committee: HMIS
Date: October 14, 2008

Attendees: Alicia Mathews, Yilla Smith, Juanita Dowdy, Elisabeth Buzzard, Pat Vedomske, Alisa Berry, Steve Burke, Joy Henn, Lori Miller, Michelle Grindstaff, and Elnora Ruffin.

I. Agenda Items

- ART Reports
- ART Training Sessions Update
- Central Intake Process Update

II. Key Decisions/Action Items

- ART reports were distributed. Pat Vedomske reported a reduction in null values for the month.
- For the November meeting, Pat has been asked to provide an ART tutorial/overview. NCSB will try to coordinate meeting space and ensure appropriate IT support for the presentation.
- Juanita and Pat reported on the planned revision to the APR as presented at the recent HMIS Conference in Atlanta. The revised APR is not available for public comment at this time, but it appears that significant changes are planned to track information on participants who stay active in HMIS versus focusing solely on entry/exit data. The new APR is anticipated for sometime in late 2009.
- NDSS reports that they are entering data into HMIS that was previously maintained solely by the separate “shelter list”. Pat will pull reports to verify that data tracked in HMIS is sufficient to address the needs of all parties concerned including NDSS.
- The committee discussed the frequency of the outcome reports that are generated by Pat from HMIS. Pat suggested production of hard copies on a quarterly basis to reduce paper costs. The committee recommended the production of electronic copies (PDF or Excel) that could be submitted to committee members prior to each meeting for review.
- Pat recommended the development of a separate HMIS website that could be password protected to allow for access to shared forms and other reference tools for users. Yilla discussed the existing webpage on the NHC website and there was discussion about possibly expanding it.

III. Additional business

(Any discussion points that should be shared with the full NHC)

- As noted above, HUD funded providers should anticipate a revision to the APR in 2009.
- Progress continues on utilizing HMIS to generate outcome reports and to replace the Central Intake Shelter List.

IV. Upcoming Meetings

- **Tentative Date & Location—November 14, 2008 10 am-NCSB, 225 W. Olney Rd., 3rd Floor Boardroom, Norfolk, VA 23510.**
(Please Note Change in Date due to Veteran’s Day Holiday)