

HMIS Committee

Minutes of the April 12, 2018 Meeting

GATEWAY BUILDING – 6751 COLUMBIA GATEWAY DR. COLUMBIA MD 21046 – 1ST FLOOR, ROOM 1

Attendance

Attendees: Simone Blanchard, Kathie DiNoto, Brittany Eltringham, Melissa FitzGibbon, Janet Jones, Darlene Jolly, Bill Salganik and Laura Salganik.

Staff: Keisha Benjamin (HMIS Administrator), Jennifer Corcoran, Charles Smith and Cara Baumgartner.

The meeting was called to order at 9:40 am

Keisha Benjamin welcomed everyone to the Homeless Management Information Systems (HMIS) Committee meeting

Minutes from the March 29th meeting were motioned and seconded to be accepted.

Continuum of Care (CoC) Systems Performance Report

- Report tracks key indicators for FY2016, 2017 and 2018
 - Returns to homelessness
 - Number of first time homeless requesting assistance
 - Average length of time persons remain homeless
 - Income growth while receiving assistance
 - Successful placement from each program
 - Retention of housing
 - Number of persons reported as unsheltered homeless in Point in Time (PIT) count
 - Number of persons reported as sheltered homeless in Point in Time (PIT) count
- The group put forward suggestions to improve the report
 - More explanation of denominators
 - Comparison of local data to national data
 - Clarification on how returns to homelessness are counted, i.e. event vs status
 - Questions about causes of data changes year to year
 - Questions about how income growth is calculated

Coordinated System of Homeless Services (CSHS) Activity Report

- Report tracks indicators for each quarter of FY2018
 - Number and sources of referrals
 - Number of households served by program
 - Number of households exiting by program to permanent housing
 - Number of households exiting by program to temporary destinations
 - Number of households exiting by program to institutional destinations
 - Number of households exiting by program to “Other” destinations

- The group put forward suggestions to improve the report
 - The group would like to see a year to year comparison
 - The difference between number of calls and number on wait list explained. Were people not eligible, sent to other interventions, in short term case management or other destination
 - Would like to see the total number on the wait list and compare it to how many people are removed from the wait list. They would also like to know why they were removed i.e. accepted by a program, found their own housing, left the county, etc.
 - Define permanent vs temporary vs institutional vs other
 - Length of time on waiting list
 - How many people were literally homeless vs. imminent threat of homelessness at time of intake

Updates

- Keisha Benjamin received approval to use “BaseCamp”. A cloud communication tool that allows the group to discuss topics in-between meetings.

Meeting concluded by Keisha Benjamin at 10:33 am

Next meeting:

Thursday, May 31th 9:30 - 10:30am – 6751 Columbia Gateway Drive 1st Floor, Room 2

Minutes submitted by Cara Baumgartner