



# NC Balance of State Continuum of Care

Steering Committee Meeting

April 4, 2017

10:30 AM

# Welcome

- Reminders
  - \*6 to mute/unmute line
  - Please do not put us on hold
- Roll Call



# Agenda

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# Today's agenda

- Steering Committee Restructuring Workgroup
- Federal Update
- HMIS Update
- 2017 CoC Competition
- Veteran Homelessness
- Coordinated Assessment
- Regional Committee Transition
- 2017 Point-in-Time Count
- Upcoming Meetings & Reminders



# Review & approve minutes

- March 7 meeting minutes:

<http://www.ncceh.org/files/8105/>

- Changes or discussion?



# Steering Committee Restructuring Workgroup

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# Workgroup has met twice

- Working on a draft proposal to add seats to the Steering Committee and to make other changes to its content and role.

- Workgroup members:

Teena Willis Partners Behavioral Health, Regions 3 (Uni5) & 4 (DISSY)

Melissa Mckeown Union County Community Shelter, Region 5 (Piedmont)

Monica Frizzell Vaya Health, Region 1 (Southwest)

Latasha McNair Eastpointe, Region 10 (Neuse)

Jim Cox United Way of Pitt County, Region 12

- Next meeting: Thursday, April 13



# Federal Update

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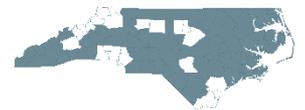
# Medicaid

- An attempt to repeal and replace the ACA, which included changes that would drastically restrict access to Medicaid, failed to move through the House in March.



# HUD Funding: Where we are now

- FY2017 (current fiscal year) funding has not been finalized.
  - Threats: Budget caps and defense spending, Housing Choice Voucher renewals
  - The White House has proposed cuts to HUD for FY2017 as well, but Congress will make its own decisions.



# HUD Funding: 2018

- Trump's proposal to drastically slash HUD funding and eliminate a number of programs is just a proposal.
  - \$6 billion in cuts below 2016 levels, including elimination of HOME, CDBG, and others
- Even without President's proposal, budget caps put pressure on HUD budget.
- Likely see movement on 2018 funding in early summer, probably not finalized until fall or later.



# Unclear how CoC & ESG funding may be affected

- McKinney historically has bi-partisan support, and is not the main driver of the size of the HUD budget.
- But, McKinney-Vento tends to need increases just to renew all projects.
- Of course, big cuts in the rest of the HUD budget could affect the number of people showing up in homeless systems.



# The Data Center at NCCEH

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# What's on Deck: Federal Reports Due in 2017

Due	Report Name	Status
March 10	Emergency Solutions Grant Consolidated Annual Performance and Evaluation Report (ESG CAPER)	✓
Mar - April	Housing Inventory Count (HIC)/Point in Time Count (PIT)	<b>In progress</b>
April - May	System Performance Measures (SPM)	
May - Aug	CoC Competition (NOFA)	
December	Annual Housing Assessment Report (AHAR)	
Ongoing	Annual Performance Report (APR)	



# Work starts at least 2 months out

## Internal

Run preliminary reports

Identify significant data quality issues

## External

Contact agencies with data quality issues

Work with users to correct issues

Report progress to CoC lead



# Bowman update

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# Software Update

- April 3<sup>rd</sup>, Service Point will release new reports
  - New APR with Sage Compatibility
    - Sign up at [www.sagehmis.info](http://www.sagehmis.info) to setup your profile
  - New Data Quality Framework required by HUD
  - New SPM reports with DQ tab built in
- April 10<sup>th</sup>, new reporting tool Qlik Sense (replacing ART) will be released!
  - Training will be offered in April from Bowman



# Sage Login Portal

The screenshot shows a web browser window with the URL `sage-test/login.aspx?ReturnUrl=%2fsecure%2fdefault.aspx`. The page features the Sage HMIS Reporting Repository logo at the top left. The main content area is split into two columns. The left column, on a purple background, contains a 'Log in:' section with input fields for 'User Name' and 'Password', a 'Forgot my password' link, and a 'Go' button. The right column, on a white background, contains a 'New User?' section with a 'Create an account' link, and a 'Test run a report' section with an 'Upload a CSV to generate a paper report' link. A black arrow points from the text 'Test a report without logging in' to the 'Upload a CSV...' link. The footer contains contact information for the U.S. Department of Housing and Urban Development and a disclaimer about the system's use.

**Log in:**

User Name

Password

[Forgot my password](#)

**Go**

**New User?**

[Create an account](#)

**Test run a report**

[Upload a CSV to generate a paper report](#)

**Test a report without logging in**

Developed under contract with the U.S. Department Of Housing And Urban Development Technical Assistance.

U.S. Department Of Housing And Urban Development  
451 7th Street S.W., Washington DC 20410  
Telephone: (202) 708-1112 TTY: (202) 708-1455

The HMIS Reporting Repository is to be used only by persons authorized to report on a HUD Continuum of Care for the Homeless (CoC) or Emergency Solutions Grant (ESG) Program. The information collected here have been submitted to the Office of Management and Budget for review under the Paperwork Reduction Act of 1995 (44U.S.C. 3501-3520). The Annual Performance Reporting for the CoC is estimated to average 28 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing and reviewing the collection of information. OMB approval No. 2550-0145 (exp. pending).

This system is the property of the U.S. Department of Housing and Urban Development. Misuse or unauthorized access to this system may be subject to the provision of the U.S. Federal Criminal Code (18 USC 1303).



# Sage User Dashboard

Sage: Welcome

sage-test/secure/default.aspx

Sage: Log in

**Sage** HMIS REPORTING REPOSITORY

DASHBOARD ADMIN RESOURCES CHANGE ENTITY MY ACCOUNT LOG OUT

Recipients - CoC Grant → AK-501: Alaska Housing Finance Corporation

Good afternoon, Michelle. You are logged in to AK-501: Alaska Housing Finance Corporation with Sysadmin user level.

Your dashboard allows you to navigate between the various APR's associated with this recipient. By clicking on the project name you will be able to:

Start completing your APR and submit it.

**APRs Not Started**

PROJECT NAME	GRANT NUMBER	GRANT TYPE	DUE DATE
2015 CoC SVP SRA	AK0018L0C011508	PH	
2015 CoC VRS SRA	AK0024L0C011507	PH	

Work on an APR that was started earlier and is "in progress" in order to submit it.

**APRs In Progress**

PROJECT NAME	GRANT NUMBER	GRANT TYPE	STATUS	STATUS DATE	DATE DUE
2015 CoC AK-BoS Planning	AK0059L0C011500	Planning	In progress	1/12/2017 10:48:47 AM	
2015 CoC KPH SRA	AK0043L0C011502	PH	In progress	1/12/2017 1:53:26 PM	

Review the Field Office's status of APR's that were submitted and are either "awaiting review" or have been "accepted".

APRs that were "rejected" by the field office will appear above under "In Progress" and need to be resubmitted.

**APRs Submitted**

PROJECT NAME	GRANT NUMBER	GRANT TYPE	STATUS	STATUS DATE
2015 CoC TCC HOUSING FIRST PSH-CH	AK0038L0C011504	PH	Submitted	2/1/2017



# Sage Upload Portal

Sage: HGIS-generated . X +

sage-test/secure/RRcsvUpload/CsvUpload.aspx?client\_ID=78009&intake\_ID=42&mmode=edit&id=223609

Sage: Log in

**Sage** HGIS REPORTING REPOSITORY

DASHBOARD ADMIN RESOURCES CHANGE ENTITY MY ACCOUNT LOG OUT

Recipients - CoC Grant → AK-501: Alaska Housing Finance Corporation

Upload HGIS-generated APRs for this submission

[< BACK TO SUBMISSION LAUNCHPAD](#)

### Upload an APR

This should be a single .ZIP file which contains all of the files from an HGIS or comparable database required to generate the CSV-APR Report.

- Browse...
- [Upload and test the file](#) (you'll have a chance to review before it's saved permanently)

### Results

**!** The following Logical Validation Errors have occurred:  
Total parent youth 18-24 in Q27B (7) must be equal to parenting youth under 25 in Q5 (4).  
Fix your APR in your HGIS, create a new CSV export, and try uploading again.

Enter your email address and click GO if you want a copy of these errors

[GO](#)

### APRs already attached

✔ Shelter Friends Shelter #1

[CANCEL](#)

### Q4a. Project Identifiers

Organization name	RRH Super Quick Housing
Organization ID	RRH
Project name	RRH Super Quick Housing Project
Project ID	484
HGIS Project Type	13
Method of tracking ES	
If HGIS Project ID = 6 (S Only), is the Services Only (HGIS Project Type 6) affiliated with a residential project?	0
Identify the Project ID's of the housing projects this project is affiliated with	

### Q5. Report Validations

1. Total number of persons served	274
2. Number of adults (age 18 or over)	202
3. Number of children (under age 18)	72
4. Number of persons with unknown age	0
5. Total number of leavers	239
6. Total number of adult leavers	179
7. Total number of adult and head of household leavers	179
8. Total number of stayers	35
9. Total number of adult stayers	23
10. Number of veterans	158
11. Number of chronically homeless persons	1
12. Number of youth under age 25	11
13. Number of parenting youth under age 25 with children	4
14. Number of adult heads of household	158
15. Number of child and unknown-age heads of household	0
16. Heads of households and adult stayers in the project more than 365 days	0



# MCAH update

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# New Online Training Menu

- Reorganized training menu with clearer workflow for each type of user



# New Online Training Menu

- Missing training: HUD Data Standards
  - HUD has tutorial's for many data elements

## The HMIS data standard tutorials cover the following data elements:

- [Intro](#)
- [3.1, 3.2, & 3.3: Name, Social Security Number, and Date of Birth](#)
- [3.4, 3.5, 3.6: Race, Ethnicity, and Gender](#)
- [3.7: Veteran Status](#)
- [3.8: Disabling Condition](#)
- [3.12: Destination](#)
- [3.13 & 3.14: Personal ID & Household ID](#)
- [3.15: Relationship to Head of Household](#)
- [3.16: Client Location](#)
- [4.2, 4.3, & 4.4: Income, Non-cash Benefits, and Health Insurance](#)

- NCCEH has created a supplemental guide for the missing data elements for new HMIS Users

Data	Newsroom
NC HMIS at NCCEH	
NCCEH HMIS Trainings	
NC HMIS Governance Committee	
HMIS Transition	



# Data Team Reminders

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# We are here to help you!

## **Project Changes**

- New
- Closing

## **Funding Changes**

- New
- Ending
- Transferred
- Consolidated

## **Staff Changes**

- New
- Resigned or Terminated
- Position Change

## **Questions**

- Data Standards
- Data Entry
- Reporting
- HMIS Compliance

# ART help is available!

## Guide to Recommended ART Reports

NCCEH Data Center  
September 2016

- Recommended ART reports (listed by purpose)
- How to schedule ART reports
- Understanding ART report prompts



North Carolina Coalition to End Homelessness  
accounting resources    encouraging public dialogue    advocating for public policy change



# If you can't find it, submit a request

## Data Center Report Request Form

### About Report Requests

Please complete the fields below to submit a report request to The NCCEH Data Center. At this time, custom ART reports are not available. Our staff will review the ART gallery and provide the best report to fit your needs.

Report requests are processed within 2 weeks of the date of submission.

Your Name \*

Agency Name \*

Title/Position \*

Email Address \*

Report Title

Purpose of Report



# If you need more help, submit a request for training

## Data Center Training Request Form

Thank you for completing a HMIS Training Request Form!

Our goal at the Data Center is to provide useful trainings and resources to all of our HMIS users. As we push towards our ultimate goal to end homelessness, our community depends on you for the data to strengthen our system.

If you have any questions, contact the Helpdesk at [hmis@ncceh.org](mailto:hmis@ncceh.org) or (919) 410-6997.

**Agency Name \***

**Agency Admin Name \***

**Your Name**

(If not the Agency Admin)

**Training Start Date Range \***

NOTE: We require a two weeks notice for all training requests to give us time to schedule data staff and/or customize the training.

To select the best range for your agency, please select the earliest date you would like the training to occur.



# Data security depends on all of us



Do not leave your computer logged in & unattended



Do not share passwords



Alert us when staff with access to HMIS leave your agency

# CoC Competition

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# First funding priorities workgroup meeting April 20

- Workgroup will set priorities for this year's competition to ensure the BoS application is as strong as possible.



# Intent to Apply Form is posted for agencies interested in new CoC projects.

- Asks for preliminary info about proposed project
- BoS staff review and follow up with agency to discuss
- All agencies interested in new projects asked to complete the form
- Rolling basis, non-binding
- Link to form posted at [www.ncceh.org/bos/currentcocapplication/](http://www.ncceh.org/bos/currentcocapplication/)



# NC BoS Veteran Plan

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# Approval of new Veteran Subcommittee Member

- Whitney Lott suggested to replace Allison Bond as the representative from the Charles George VAMC.
- Whitney Lott is the Grant and Per Diem Liaison for the Charles George VAMC.
- Discussion and motion



# Regional Veteran plans are due!

- If you haven't already, please send plans to [bos@ncceh.org](mailto:bos@ncceh.org)
- Next steps:
  - BoS staff review plans for completeness
  - Veterans Subcommittee reviews plans
  - Steering Committee approves plans
  - Plans go into effect



# Coordinated Assessment

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# Coordinated Assessment plans are due!

- If you haven't already, please send your plan to [bos@ncceh.org](mailto:bos@ncceh.org)
- Next steps:
  - BoS staff review plans for completeness
  - Coordinated Assessment Council reviews plans
  - Steering Committee approves plans
  - Plans go into effect



# Coordinated Assessment Outcome Reports are due April 15.

- Q1 outcomes are due April 15
- Submit outcomes at <https://goo.gl/forms/WXDg6R6H2z0Ob7uT2>
- Q1 outcome reports should be reported under the old Regional Committee structure
- Q2 outcome reports will be under the new structure



# The next Coordinated Assessment Exchange call will be Tuesday, April 11.

- Register here: [www.ncceh.org/events/1062/](http://www.ncceh.org/events/1062/)



# Regional Committee Transition

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# Hickory In-Person Funding Process Workshop is next week

- Hickory: Wednesday, April 5, 10 AM – 3 PM
  - Regions 1, 2, 3, 4
  - Registration **required:**  
<http://www.ncceh.org/events/1080/>
- Meeting will cover the Emergency Solutions Grant competition, planning and facilitating a fair, impartial process, and evaluation of projects

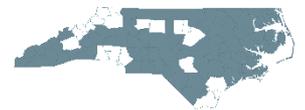


# 2017 PIT Count and HIC

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# BoS staff are reviewing PIT/HIC data.

- Expect to hear from us about:
  - Missing/incomplete forms
  - Very high or low numbers
  - Changes since 2016 count (different program type, bed inventory, etc.)
  - HMIS agencies will be contacted to verify data in system



# BoS staff will provide PIT/HIC data to communities and to HUD.

- BoS staff will submit data to HUD via HDX
  - Deadline: May 1
- BoS data will be posted on NCCEH website in May
  - For full CoC
  - By Regional Committee
  - By county



# Meetings & Reminders

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# Upcoming Meetings & Reminders

- Submit your Veterans plans and Coordinated Assessment plans, if you haven't already to [bos@ncceh.org](mailto:bos@ncceh.org)
- Agencies interested in applying for new CoC projects:  
Complete Intent to Apply Form
  - [www.ncceh.org/bos/currentcocapplication/](http://www.ncceh.org/bos/currentcocapplication/)
- Coordinated Assessment Leads:
  - Submit Q1 2017 outcomes by April 15 at <https://goo.gl/forms/WXDg6R6H2z0Ob7uT2>
- Coordinated Assessment Leads: Register for Coordinated Assessment Exchange on Tuesday, April 11, 3:00-4:00
  - Register at [www.ncceh.org/events/1062/](http://www.ncceh.org/events/1062/)



# Upcoming Meetings & Reminders

- Leadership of Regions 1-4: Register for in-person funding process workshop
  - Hickory: Wednesday, April 5, 10 AM – 3 PM
    - Regions 1, 2, 3, 4
    - Registration **required**: [www.ncceh.org/events/1080/](http://www.ncceh.org/events/1080/)



# Wrap Up

- Next meeting: Tuesday, May 2, 10:30 – 12:00
- Keep in touch
  - [bos@ncceh.org](mailto:bos@ncceh.org)
  - (919) 755-4393

