Steering Committee Meeting
April 4, 2017
10:30 AM

NC Balance of State Continuum of Care
Welcome

• Reminders
  • *6 to mute/unmute line
  • Please do not put us on hold

• Roll Call
Agenda
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
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
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
What’s on Deck: Federal Reports Due in 2017

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

- April 3rd, Service Point will release new reports
  - New APR with Sage Compatibility
    - Sign up at www.sagehmis.info to setup your profile
  - New Data Quality Framework required by HUD
  - New SPM reports with DQ tab built in

- April 10th, new reporting tool Qlik Sense (replacing ART) will be released!
  - Training will be offered in April from Bowman
Sage Login Portal

Test a report without logging in
Sage User Dashboard

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

For APRs Not Started:

<table>
<thead>
<tr>
<th>PROJECT NAME</th>
<th>GRANT NUMBER</th>
<th>GRANT TYPE</th>
<th>DUE DATE</th>
</tr>
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<tbody>
<tr>
<td>2015 CoC SVP SRA</td>
<td>AK0018L0C011508</td>
<td>PH</td>
<td></td>
</tr>
<tr>
<td>2015 CoC VRS SRA</td>
<td>AK0024L0C011507</td>
<td>PH</td>
<td></td>
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</table>

For APRs In Progress:

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

For APRs Submitted:

<table>
<thead>
<tr>
<th>PROJECT NAME</th>
<th>GRANT NUMBER</th>
<th>GRANT TYPE</th>
<th>STATUS</th>
<th>STATUS DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015 CoC TCC HOUSING FIRST PSH-CH</td>
<td>AK0038L0C011504</td>
<td>PH</td>
<td>Submitted</td>
<td>2/1/2017</td>
</tr>
</tbody>
</table>
Sage Upload Portal

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

1. [Browse]
2. [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 HMIS, create a new CSV export, and try uploading again.

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

APRs already attached
- Shelter Friends Shelter #1

Q4a. Project Identifiers
- Organization name: RRH Super Quick Housing
- Organization ID: RRH
- Project name: RRH Super Quick Housing Project
- Project ID: 404
- HMIS Project Type: 13
- Method of tracking ES: 0
- If HMIS Project ID = 6 (S Only), is the Services Only (HMIS Project Type 6) affiliated with a residential project?
- 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
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 Team Reminders
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

- Recommended ART reports (listed by purpose)
- How to schedule ART reports
- Understanding ART report prompts
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 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
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/
NC BoS Veteran Plan
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

- Next steps:
  - BoS staff review plans for completeness
  - Veterans Subcommittee reviews plans
  - Steering Committee approves plans
  - Plans go into effect
Coordinated Assessment
Coordinated Assessment plans are due!

- If you haven’t already, please send your plan to 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
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/](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
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
Upcoming Meetings & Reminders

• Submit your Veterans plans and Coordinated Assessment plans, if you haven’t already to bos@ncceh.org

• Agencies interested in applying for new CoC projects: Complete Intent to Apply Form
  • 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/
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
  - (919) 755-4393