Data Users Workgroup Summary
September 25th, 2020 Online 10-11am

Attendance:

- Data Quality update and discussion

  o August Data Completeness Report (ERAP projects added)
  This looks at June, July and August – a lot of green, which is good. For HSC Prevention Assistance, the ERAP programs are now included. ERAP entries use dif data elements because we don't have the same requirements – we are looking at the data elements we can use to generate the commerce forms. Did you enter them in and do they make sense? If we have enough information regarding CARES eligibility, then you've done your job.

  o August Data Dashboard Report – 96% completeness, which a little bit of a dip from previous months but we have programs getting their feet under them so we are not concerned. We appreciate the effort of everyone able to make this happen while working from home!

- Data Dashboard by program is now on the public site. (Ability to add comments for explanation)

  - One thing to make sure is that is now public. People can click on any program and see the measures for that specific program. It would be helpful if people could click on their utilization rate and let us know if there is something that seems far off. There could be perfectly good reasons, but we could record that in the system – explanations for severe under utilization. Let Gwen or Dale know if you see something that is way off.

  - We also have the ability to add a note of explanation for numbers that seem off. Again, let Gwen know.

  - You can also easily see average completeness for each agency. And also timeliness. Timeliness is looking good.

- ROI Consent refused/revoked process: Client has consented ROIs previously, but now they want to revoke the consent. So we will have a revocation of consent to sign. There will be two options: I'm ok with previous data; just don't share this data. Or I would like to revoke all previous data. The client owns their data. Good reminder not to say anything about a client that you wouldn't want them to see.

- Coordinated Entry new data elements update

- New part-time HMIS assistant starts next week.

- Any projects/data elements that you are not entering in HMIS but would if you had help?

- 2021 PIT Count/PHC status discussion

- 2020 HMIS satisfaction survey coming soon

- Reminder: HMIS User Documents Posted at:
  - https://www.councilforthehomeless.org/hmis-documents/

- Misc. Tips & Tricks: Anything you've learned that could be helpful to others? Reminder: Assessments answered in Entry and not the profile.

  11:00 am   **ADJOURN**

  Future Meeting Schedule (Final Friday of Every Odd Month):
  Nov 27, 2020   10-11am Online Web Conference
  Jan 29, 2021   10-11am Online Web Conference