



PARTNERS IN CARE

Oahu Continuum of Care

Partners in Care is a coalition of Oahu's homeless service providers, government representatives and community stakeholders working together in partnership to end homelessness.

PIC Data Committee Meeting Minutes
200 North Vineyard Boulevard, Suite 210
September 25, 2018

Attendees: Carla Houser, Norm Baker, Morgan Esarey, Zoe Lewis, Jake Rachels and Sharon Baillie; **Phone:** Daniel Gore, Elizabeth Anderson and Andy Taylor.

Topic	Discussion	Outcome/Action
Call to Order, Approval of Minutes,	The meeting was called to order at 10:05 a.m. All members introduced themselves at this time.	Morgan moved, Zoe seconded to approve the minutes. Minutes were approved as written.
Continuing Business - HMIS System Administration Team <ul style="list-style-type: none"> o Updates - HMIS User Fees	HMIS System Administration Team <ul style="list-style-type: none"> • Updates - Daniel's contract has been extended through the end of December 2018. - Process of hiring a Data Coordinator – 2 interviews set up. Creating a Data Assistant position who would do the day to day things-call center, new user trainings etc - PIT Report responsibilities would fall to Data Coordinator. HMIS User Fees <ul style="list-style-type: none"> • We will be creating a letter to the Medicaid Plans and Insurance. Will send to Data Committee for approval and then to PIC BOD. • Any changes to BNL since coded in SQL will need to be done by CaseWorthy or outside contractor • When it comes to SQL – CaseWorthy probably has a few people who code in SQL to do the BNL list, Daniel has subcontractors who have done that work for him before • Need to work on the auto-exits and other potential changes to the dashboard and Medicaid button 	
New Business	Working with Chris Pitcher to get the Data Advisory Council back up – replacing the Statewide Data Committee AUW, HPO leads, both Admins, Both of the Data Chairs, and One member of the board from each Continuum <ul style="list-style-type: none"> • What recommendations do you have to the advisory council on ways to improve, how to move forward? - CES has requests to add buttons - healthcare buttons - Can we create reports for the Medicaid plans? - On report launch form, create a filter and drop-down list with different plans to choose from as a filter - One thing that is important is that some Medicaid information is found in notes - Ohana Health has reached out to potentially contribute money towards HMIS - We need the medical information on the demographics page - We need to encourage people to start uploading documents - When you go to VIPDAT you can only upload the consent form - PIC wants the option to upload more than just the consent form - Go to Advisory Council – any documents required for HUDVASH program can be uploaded in to the system - Customization – VISPDAT changes - Don't want PIC to lose its power to make changes - Adding something instead of changing should work 	Norm will get with Ryan/Leanne to see if they can do the coding for that change, if not will get with Daniel

	<ul style="list-style-type: none"> - Monthly census Report: sometimes the numbers have discrepancies. - Create a VA CES representative – Jay moved and Norm seconded to nominate Andy Taylor. 	Andy Taylor will be the VA CES Representative and gain more access to HMIS
Next Meeting	October 23, 2018 at PIC – Suite 210 from 10:00 a.m. to 11:30 a.m.	