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MISSOURI ASSOCIATION FOR SOCIAL WELFARE
606 EAST CAPITOL AVENUE
JEFFERSON CITY, MO 65101

TEL: 573-634-2901 FAX: 573-635-1648
WEB: www.masw.org/hmis/index.html

SANDY WILSON, PROJECT DIRECTOR
wilson@masw.org

JOANNE IVEY, PROJECT ASSISTANT
jivey@masw.org

Homeless Missourians Information System Steering Committee November 30, 2007, 10:30am – 2:00pm Minutes

In attendance: Chair Roy Jones, Community Caring Council; Liz Hagar-Mace, Department of Mental Health; Gerrie Brodeur, BenNet; Emily Van Schankly, MCADSV, Deb Little, MISI; James Chapman, Salvation Army; Sandy Wilson, HMIS/MASW; Joanne Ivey, HMIS/MASW; via phone, Linda Kirk, Pettis County Community Partnership; Judy Luttrell, Family Counseling Center

Item	Action/Decision Made	Follow-up
Welcome/Introduction	Chair Roy Jones welcomed, thanked everyone for joining the meeting and introductions were made.	
Review & Approval of Minutes	Roy Jones moved to accept minutes with changes. Committee approved minutes.	
HMIS Update Staffing	Sandy reported on current staffing issues within the HMIS office. Joanne Ivey is currently working part time for the HMIS office and part time for the MASW Central Chapter. It was also noted that a part time person was hired to fill the other half of that position but unfortunately, this position has recently become vacant. An advertisement will be placed to obtain resume's to fill this particular position. Further discussion regarding the HMIS staffing will be addressed later in the meeting under HMIS Steering Committee Agenda Item #7. As of January 1 st 2008, Sandy Wilson's title will change from HMIS Project Director to Director of HMIS & Special Projects. Sandy's time for	

<p>Sheltered PIT 2008</p>	<p>as an AHAR site. Deb Little explained that being an AHAR site meant that your data for emergency shelters and transitional housing would be given to HUD for use in their Annual Housing Assessment Report to Congress.</p> <p>It was reported that the next unsheltered PIT count will be scheduled for January 30, 2008. A survey form which was utilized for last years count will be revised and utilized for the count in January. Sandy suggested that the survey eventually be available on MASW website to elevate the expense of postage. It was requested that if anyone knows of volunteers who may want to help with the PIT count in January or who may be able to assist with data entry or phone calls contact Sandy.</p>	
<p>Sal Army Access to ROSIE</p>	<p>Deb Little reported that all Salvation Army Corps within the Midland District will now be utilizing the ROSIE data base system as their main data base. This is excellent news for the Salvation Army shelters as it will help alleviate their double entry. Those Corps that are not within the CoC's that are already on ROSIE will be put on ROSIE through MISI. The effect this brings to the BoS CoC is the level of data input will be increasing for the three Salvation Armys currently entering in Cape G., Columbia, and Jefferson City. The Divisional Headquarters will be set up with an access where they will be able to generate and pull reports,. They</p>	

<p>Springfield CoC MOA</p>	<p>will only have access to data from the Salvation Army Corps entering.</p> <p>A Memorandum of Agreement between Springfield and the HMIS system was presented. Changes by the Committee were presented. A motion for acceptance of the MOA was made by Gerrie and the motion was passed.</p>	<p>Sandy will make revisions to the MOA and email to Committee members who attended meeting on May 25th for review. Final approval will up to Bob Quinn, Executive Director. A deadline of January 9th completion date will need to need to be adhered to.</p>
<p>HMIS Project Expansion</p>	<p>Sandy reported that the Northland CoC had asked to come into the BoS CoC and the Governor's Committee had approved this request at their last meeting. Since the original funding was obtained the project has grown in scope. Sandy will be writing an expansion grant this grant cycle in an effort to obtain funding for the project growth. Sandy has also put forth a request to DED for funding but it unsure of its feasibility. There is an outstanding proposal for Trust Funds but it is most likely not going to be funded this year.</p>	
<p>Nominations for 2008 Committee Chair</p>	<p>The floor was opened for nominations for Chair for the year 2008. Gerrie Brodeur nominated Roy Jones and Deb Little nominated Liz Hagar-Mace. Discussion revolved around the next step of voting criteria. It was mentioned that previously a Vice Chair and Secretary were part of the HMIS Steering Committee. Prior to voting it was decided that a policy was created previously and needed to be retrieved in order to continue the voting process.</p>	<p>Sandy to search for policy within the HMIS office. Once obtained she will notify committee on next steps.</p>

2008 Meeting Dates	Next Meeting Dates: (Fridays) February 29, 2008 June 20, 2008 August 15, 2008 November 7, 2008	
Other Items		
Next Meeting	February 29, 2008	

Minutes Modified on 3/5/08 by John Robertson, as directed by the HMIS Steering Committee on 2/29/08.