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ATA Meeting
01/30/2024

ATA Meeting

Welcome!

Webinar setup:

- Non-presenters are muted
- Please use the Questions area to ask questions. We will answer as many in real time as possible. Questions should be available in the left side controls. Click the arrow to expand, type your question in the text area and click Send.
- This webinar is not intended to address specific client data situations. Please contact the HMIS Help Desk helpdesk@allchicago.org
- The materials and Webinar recording will be made available via a URL link that we will send out

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Agenda

- HUD Reporting Updates
- Longitudinal System Assessment (LSA) reporting review
- Point in Time Count (PIT)
- Housing Inventory Count (HIC)
- Data Quality Process and Schedule for Q4 2023
- HUD Data Accuracy and Completeness Evaluation tool (Eva) Introduction and Overview
- Agency Participation Agreements
- Questions

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HUD Reporting Updates

- Wellsky updated Community Services to include the following reports:
  - 2024 CoC APR
  - ESG Caper
- CE APR in process
- SPM in process
- Reporting Deadlines:
  - SSVF Monthly Uploads: February 1 – 7, 2024
  - ESG-CV Quarterly Report: 1/30/2024
  - YHDP Quarterly Report: 1/30/2024
  - Special NOFO Quarterly Report 1/30/2024
  - LSA: Filed 1/24/2024
  - System Performance Measure: Expected to open early February
  - HIC/PIT: End of March, 2024

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LSA Review

Thank you to everyone who helped correct data!

The Chicago CoC has 2 consecutive years with 0 open errors in the LSA.

Areas that needed to be addressed:

- Simultaneous enrollments in projects of the same type, particularly Emergency Shelter and Permanent Housing
- Bed and Unit Inventory Discrepancies
  - Clients being served in projects do not match bed dedication
- Client Household
  - Enrollments where No HOH is identified
  - Enrollments where there are more than 1 HOH
- Clients with unusually long lengths of stay (usually missing an exit date)

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2024 Point in Time Count

- PIT was held last Thursday, January 25th. Providers can now review their HMIS PIT Data via the Sheltered Point in Time 2024 BusinessObjects report.
  - Providers should review that all clients being pulled into the report are clients intended to be counted for the PIT.
  - Providers should ensure that Demographic data is complete for all clients.

Night by Night		Entry/Exit	
Clients included in the count:	**Clients not included:**	**Clients included in the count:**	**Clients not included:**
Are still checked into Shelters on or before the PIT	Should be checked out before the PIT	*Shelters is not a requirement*	
Have a complete and open Enrollment (Entry/Exit) with a start date on or before the PIT	Should have a complete enrollment with an exit date before the PIT	Have a complete and open Enrollment (Entry/Exit) with a start date on or before the PIT	Should have a complete enrollment with an exit date before the PIT

For any questions regarding the PIT or the PIT report please reach out to Helpdesk@allchicago.org.

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2024 Housing Inventory Count

The HIC is a one-night inventory count of projects within the CoC that provide beds and units dedicated to serving persons who are homeless. HIC Surveys should reflect the number of beds and units available for occupancy on the night of the PIT count (January 25th).
https://hmis.allchicago.org/hc/en-us/articles/12222405120020-2024-Housing-Inventory-Count-Overview-Timeline

January 25, 2024 - HIC survey opens (https://survey.alchemer.com/s3/7684572/2024-HIC-Survey)
February 9, 2024 - HIC survey closes

Submission
A separate HIC survey must be completed for each required project within your agency.
All surveys must be completed and submitted via Alchemer. PDF submissions will not be accepted
Housing Inventory Count Reference Table
https://hmis.allchicago.org/hc/en-us/articles/12451585191956-2023-Housing-Inventory-Count-Reference-Table

All providers, both participating and non-participating must submit surveys no later than 11:59 PM on Friday, February 9, 2024

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Data Quality Update

DQ Process for 10/1/2023 – 12/31/2023 conducted 2/26/2024 – 3/8/2024

- Office Hours will be available upon request
- Reports have been updated to reflect 2024 Data Standards Changes
- Instructions are at this link: https://hmis.allchicago.org/hc/en-us/articles/360040140991-2023-Data-Quality-Process-Overview
- We encourage each agency to review their DQ reports to identify areas for improvement. Let us know how we can assist.

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Eva -- HUD Data Accuracy and Completeness Evaluation Tool Introduction and Overview

HUD has released a tool to review and analyze HMIS Data using the hashed CSV export

- File Structure Analysis
- Client Counts
- Project Descriptor Data
- Data Quality – System
- Data Quality – Organization

Eva produces 3 levels of issues:

- High Priority Errors
  - Always indicates a data quality issue that should be fixed. Aim for 0 such errors
  - Affect multiple federal reports
- General Errors
  - Always indicates a data quality issue that should be fixed. Aim for 0 such errors
- Warnings

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Eva -- HUD Data Accuracy and Completeness Evaluation Tool Introduction and Overview

Data Quality Completion and Logical Issues:

- SSN
- HoH Relationship
- Disabling Condition
- Living Situation
- Length of Stay
- Homelessness Start Date
- Number of Times Homeless
- Number of Months Homeless
- Destination

Also:

- Project Inventory
- Utilization:
  - Active projects and inventory but no clients served
  - Possibly missing move-in dates
  - Possibly missing exit dates
- Overlapping/Duplicate Enrollments

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Eva -- HUD Data Accuracy and Completeness Evaluation Tool Introduction and Overview

Resources:

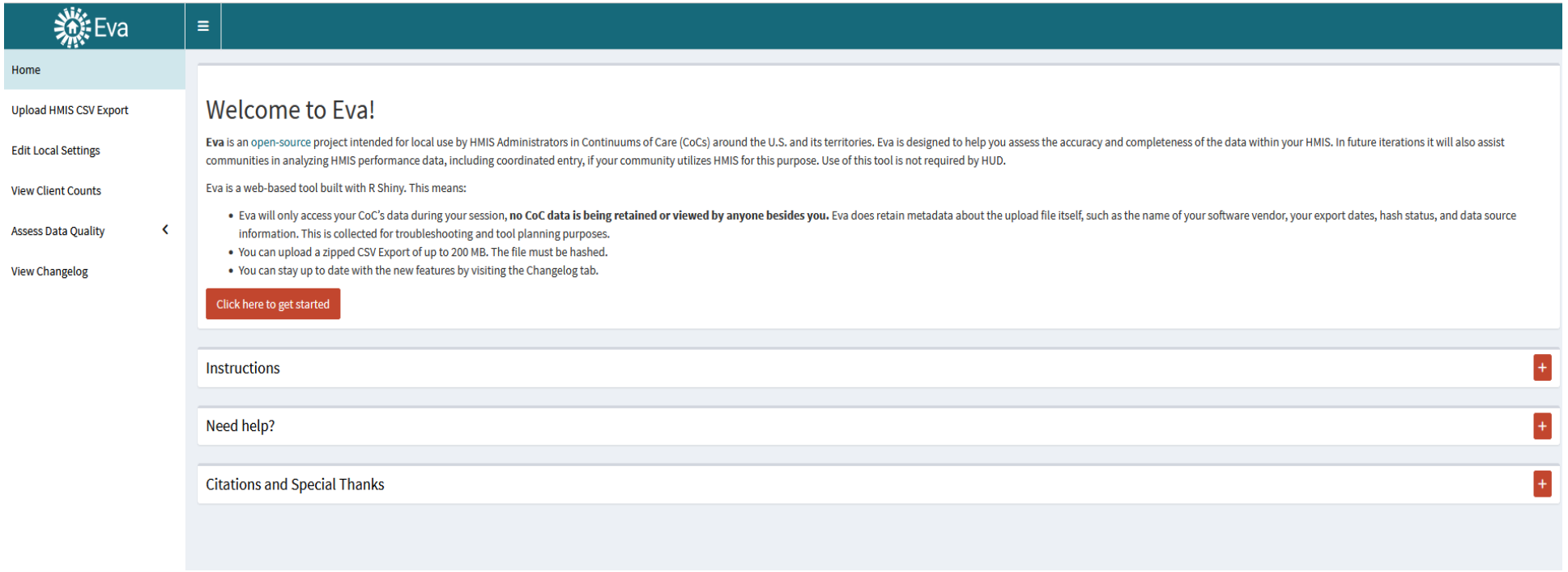
Helpdesk Article: https://hmis.allchicago.org/hc/en-us/articles/23278345944212

Eva HUD Exchange web page: https://www.hudexchange.info/resource/6786/hmis-eva/

Eva site: https://hmis.abtsites.com/eva/

If there is interest, we can conduct webinars on how to use Eva

Quick demo



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Agency Participation Agreements (APA)

The CoC requires that Agency Participation Agreements be renewed annually. Each agency using the HMIS must have a current APA executed.

In 2024, we need to ensure that all agencies have been contacted and we have correct contacts and agency information and receive a signed agreement back.

2024 APA Process:

- Email to ATAs and agency heads to verify information
- Send out agreements to sign to each agency via SignRequest
- Follow up with agencies to ensure compliance
- Complete process by 2/16/2024

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Questions

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Thank you!

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