Balance of State - HMIS Lead Board Report

March 2025

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USER LICENSES BOS

As of 3.14.2025, there were 170 licenses in use by individuals who only enter data for the BoS, and a total of *190.57 licenses in use when we add in users that have access for multiple CoCs.

The CoC currently has several license pools:

- General - 175 licenses
  - 148 currently in use
- CE Only - 35 licenses
  - 24 currently in use
- YHDP – 40 licenses
  - 18 currently in use

STAFFING UPDATES

We regret to inform the Board that Ben Cohen has submitted his resignation as HMIS System Administrator, and his last day will be March 28th. HMIS System Administrator support will be temporarily provided by the remaining members of our Balance of State team. We will seek to fill this vacancy soon and ask for grace as we work to complete the federal reporting cycle and onboard a new team member.

FEDERAL REPORTS

ICA is currently in the midst of our busiest season as we work with agencies to help ensure the successful submission of federal reports. These reports are used in funding decisions as well as local and national planning efforts, and it will be essential for HMIS-participating agencies to work with their System Administrators to ensure that the CoC's data is complete and accurate.

SYSTEM PERFORMANCE MEASURES (SPM)

Our performance on the System Performance Measures has a major impact on our CoC's score on the NOFO, so it is essential that the data is accurate. Although delayed, the SPM portal opened in HDX 2.0 on 3/14 and will close on 4/11 at 7PM CST; ICA present the current data for FY24 to the Board at the April meeting, along with what was submitted for FY23 and what would be resubmitted for FY23, so that the Board could vote on whether to resubmit this data. ICA generally supports resubmitting FY23 data because there has been more time for data quality cleanup, so the information in the reports is more accurate overall, and because there are often small changes in the reporting specifications from year to year, so resubmitting allows for a more direct comparison of the data from one year to the next. The Board voted to resubmit FY23 data based on this preliminary data, which ICA will plan to do ahead of the deadline on 4/11.

POINT IN TIME (PIT) AND HOUSING INVENTORY COUNT (HIC)

The Point in Time Count is a census of all those who are experiencing homelessness on a single night within the last 10 days of January, and the Housing Inventory Count provides an estimate of all of the beds available to serve those who are experiencing homelessness on that same night. This year's count occurred on Wednesday, January 22nd. ICA is currently in the process of working directly with all agencies included in the Sheltered PIT to collect and verify the required information. This will continue throughout March and April, before we turn to reviewing the aggregate data in preparation for submission in HDX 2.0, which we anticipate will be due sometime in May.

In addition, we support the CoC's Unsheltered Count by assisting with the de-duplication of client information submitted to the Formstack portal we maintain for the CoC, and by compiling the Unsheltered PIT data required for submission in HDX 2.0. The Unsheltered PIT data has already been aggregated for this year, and regional breakdowns have been provided to the leadership of the PIT Committee and are available upon request by emailing the Help Desk at mohmis@icalliances.org.

While compiling this information, we sought directions from the PIT Committee about whether to include Sexual Orientation in the published Unsheltered PIT data, since this is not a required data element and was collected as part of an optional Youth Addendum. This matter was referred to the Executive Committee for further direction, and we will be happy to follow whatever guidance we receive from the CoC.

YHDP

PROJECT SETUP UPDATES

CPSEMO is taking over as the direct recipient of a number of YHDP projects that had previously been operated by subrecipients, include all YHDP projects operated by FosterAdopt Connect and FCC, as well as the Street Outreach project operated by Love Columbia. In addition, ICA was notified that the Navigation SSO project previously operated by FosterAdopt Connect would be split up and operated by Love Columbia, Project 360 and CPSEMO moving forward. ICA is collaborating with CPSEMO and all subrecipient agencies to help ensure a smooth transition, by updating HMIS project setup and providing technical assistance for end users, including data entry guidance for project transfers.

APR AND SRT

ICA staff provided CPSEMO with APR and SRT data for all required YHDP projects on 3/24/24 for the full FY24 reporting period, running from 1/1/24 – 12/31/24, ahead of the submission deadline on 3/31/25.

ICA COORDINATED ENTRY UPDATES

SEXUAL ORIENTATION

In May and June 2023, when ICA began working with CPSEMO and the CoC to start planning for the launch of these YHDP projects, we began evaluating the YHDP HMIS Manual (attached) to identify the requirements for project setup. Here the guidance states that R3 Sexual Orientation is required for all YHDP funded projects. In June of 2023, we reported this requirement to the Board in our HMIS Lead

Report and requested that the CE Committee and IDEA Committee work together to decide whether to collect R3 Sexual Orientation for only youth, or to expand this data collection to include all individuals entering CE. After lengthy discussion about the need to balance concerns for privacy and client safety with the desire to be able to evaluate whether the CoC was meeting the needs of different subpopulations within the CoC, the CE Committee made the recommendation in October 2023 to include the collection of R3 Sexual Orientation for all adults and HoH's entering Coordinated Entry, beginning on December 1st, 2023, and this decision was duly implemented.

However, during a HUD listening session at the Fall 2024 NHSDC Conference where they were soliciting feedback about the data standards, I shared feedback about the requirement to include R3 Sexual Orientation for all YHDP projects, including Coordinated Entry, because this had been a source of significant discussion and concern within the MO-606 BoS community, although they had ultimately opted to implement this data collection across the board for all adults and HoH's entering Coordinated Entry. After expressing this concern, Meredith Alspaugh with the Partnership Center, one of the HUD TA firms tasked with developing the YHDP HMIS Manual, approached me to discuss this issue in more detail.

During this conversation, she clarified that the R3 Sexual Orientation question is not included in any reporting requirements for CE, so while the data element is listed as required in the HMIS Manual, the data element would not truly be needed if there were concerns about client safety. This is because the R3 Sexual Orientation question is only included in the Supplemental Reporting Tool, and while the YHDP Reporting Guidance (attached) does not specify this, SAGE clarifies that "The Youth Homelessness Demonstration Program requires recipients to submit supplemental information with their Annual Performance Report (APR) and Quarterly Performance Report (QPR) for all YHDP projects **except HMIS, Planning, and SSO-Coordinated Entry projects**. A Supplemental Reporting Tool (SRT) App has been created to generate the additional report."

Given the changes in the service delivery system in recent months, the CE Committee made the recommendation to remove this data element from Coordinated Entry. If this recommendation is ratified by the Board, ICA will be happy to implement this change in HMIS.

BOS CE DATA QUALITY ASSURANCE PLAN (1-17-25 THRU 3-17-25)

ICA reaches out to regional list holders on or before the 3rd Monday of the month with a list of clients in their region who have data quality issues impacting their ability to be successfully added to or correctly prioritized on the PL:

- Clients who have not had the ADD/REMOVE Subassessment Completed: 22
- Clients missing VI-SPDAT information: 11
- Clients with missing or outdated Current Living Situation: 86

Our HMIS CE Coordinator has also begun identifying patterns with regard to these errors, and it seems that there are a handful of individuals who are contributing to the bulk of the errors on the PL. Belle has

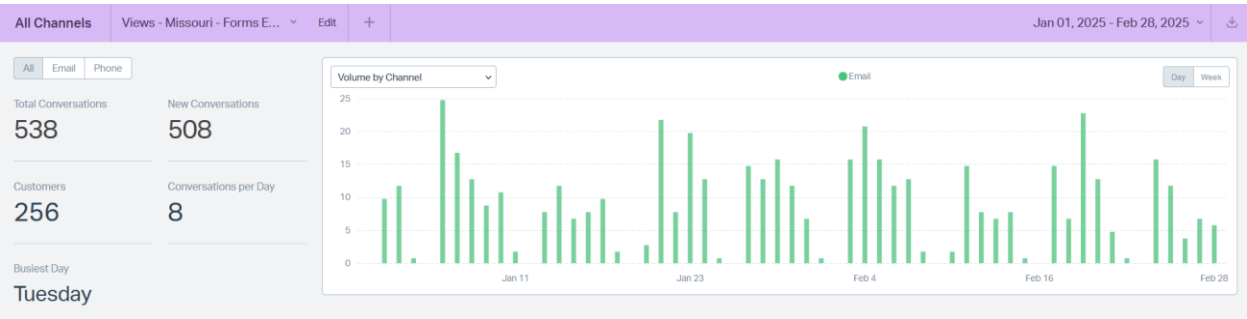
scheduled one-on-one meetings with these individuals to provide support and training to correct these errors and to prevent additional errors in the future, and we will report out on our progress.

COORDINATED ENTRY APR - YEAR TO DATE (1-1-2025 THRU 2-28-2025)

The CoC has been awarded several grants that require the submission of a CE-APR, a report that pulls information for all coordinated entry providers in the CoC, regardless of funding source. The CE-APR looks at the number of CE Events and CE Assessments recorded during the reporting period, along with demographic information for those clients. Please see below for a summary of the clients served, broken down by funding source:

Provider	Total Active Households	Total Active Clients
Callaway Cares – CE DV SSO	2	3
Synergy Services – CE DV SSO	0	0
Metro Lutheran Ministries – Rural Setaside	n/a	n/a
Foster Adopt Connect- YHDP	12	14
All Other CE Access Points	410	643

*HELP DESK - ALL COCS, FORMS EXCLUDED, YEAR TO DATE (1-1-2025 thru 2-28-2025)



Messages Received	1,034
Status Rating	100% of users have rated the support as “GREAT”
Response Time	75% of all tickets are responded to within 2 hours, with 36% being responded to in less than 15 minutes.

COORDINATED ENTRY INFLOW/OUTFLOW FEBRUARY 2025

Inflow/Outflow BoS Report	Dec 2024	Jan 2025	Feb 2025	Feb 2024
Clients on PL	1874	1899	1709	1565
Additional HH Members	1207	1237	1080	1033
Total Veterans	128	130	106	104
Total Chronic Veterans	34	32	27	29
Total Chronic	524	533	499	448
Total Persons	3081	3136	2789	2598
Individuals Newly Identified				
Client on PL	183	209	161	169
Additional HH Members	94	154	108	146
Total Persons	277	363	269	315
Individuals returning from Permanent Housing within 2 years				
Client on PL	13	11	4	7
Additional HH Members	5	2	2	10
Total Persons	18	13	6	17
Individuals returning from Inactive				
Clients on PL	7	21	20	19
Additional HH Members	5	13	12	6
Total Persons	12	34	32	25
Actively Homeless Persons All Deduplicated				
0-17	14	17	12	5
18-24	240	245	235	129
25-54	1272	1284	1149	1113
55 and up	348	353	313	317
Null (No DOB Entered)	0	0	0	1
Total	1874	1899	1709	1565
All Clients Exiting to Permanent Housing Destination				
Total Clients on the PL	84	87	68	66
Additional HH Members	50	60	45	47
Total Persons	134	147	113	113
Clients Moved to Inactive	266	243	240	303

TRAININGS - YEAR TO DATE (1-1-2025 thru 2-28-2025)

Type of Training	Totals Users Completing Training
Security & Privacy	10
Data Standards	10
Practice Cases	14

In addition to the new user trainings summarized above, our team also offered a training opportunity for current users this month to review how to correctly fill out and update Disability HUD Verifications. This training was pre-recorded and Regional Leads were given the opportunity to either play the training during regional meetings or to send out a link to the training along with their regular communications. The link for this training can be provided to interested HMIS users at any time, and for those with a more interactive learning style, a live training was offered on March 26th.

BOS MEETING PARTICIPATION

- Coordinated Entry Committee
- Grants Committee
- HMIS Committee
- Performance Committee
- Policy and Planning Committee
- PIT Committee
- Victim Services Committee
- Youth Services Committee
- Governance Workgroup
- NOFO Workgroup
- Bos CoC Transition Team
- YHDP Round 6 HMIS & Data TA Workgroup
- YHDP TA Bi-weekly Check-In
- Regional Meetings throughout the CoC
- MO-606 HUD TA Meeting
- HMIS Lead/System Admin Meeting-via webinar
- MICH Meeting – Chair
- MHDC Bi-Monthly HMIS Lead Meeting

YHDP ALL PROJECTS SUMMARY

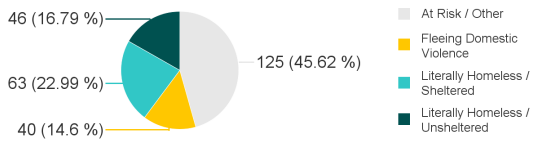
Report Start Date 1/1/25
Report End Date 3/1/25

All clients (current and exited)	All households (current and exited)	Adults no children	People in households with children (adults a...	Currently fleeing domestic violence	Moved in with Rapid Rehousing
350	226	161	162	40	146

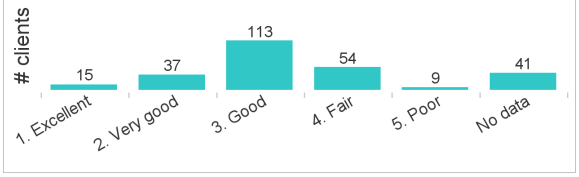
Current clients	Current households	Minor heads of household	Children of parenting youth	Pregnant	Permanent exits
332	211	30	82	25	39

CHARACTERISTICS

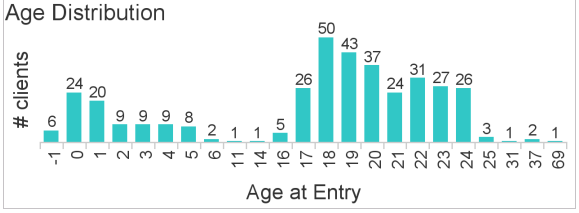
Type of Homelessness / Housing Instability



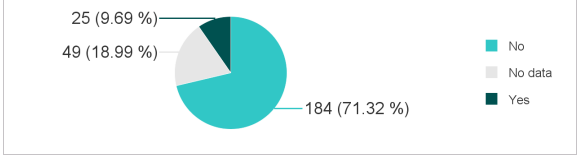
General Health



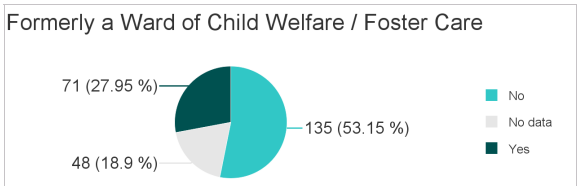
Age Distribution



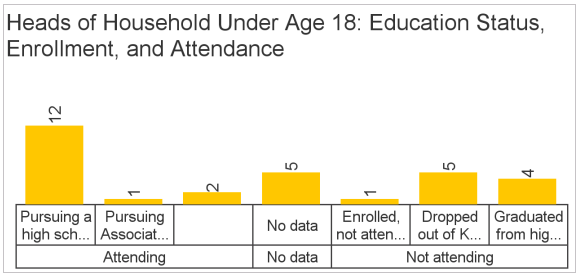
Formerly a Ward of Juvenile Justice System



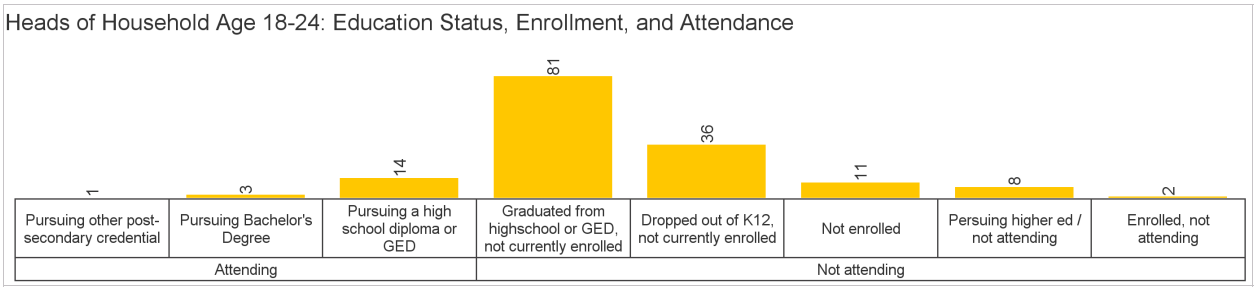
Formerly a Ward of Child Welfare / Foster Care



Heads of Household Under Age 18: Education Status, Enrollment, and Attendance

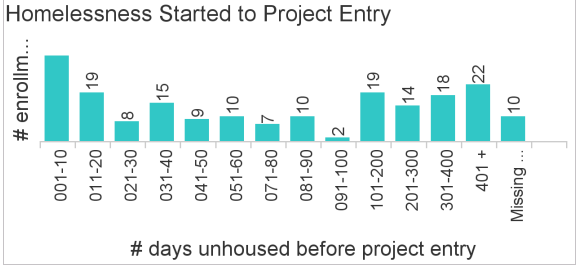


Heads of Household Age 18-24: Education Status, Enrollment, and Attendance

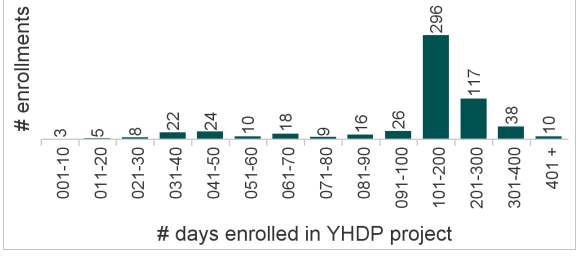


LENGTH OF TIME

Days from Approximate Date This Episode of Homelessness Started to Project Entry



Days Enrolled in YHDP Project



OUTCOMES

Exit destinations and outcome categories	Current enrollment	Other outcomes	Positive outcomes	Unhoused at exit
Data not collected		2		
Emergency shelter, including hotel or motel paid for with emergency shelter voucher, Host Home shelter			1	2
No exit interview completed		5		
Other		1		
Owned by client, with ongoing housing subsidy			1	
Psychiatric hospital or other psychiatric facility		2		
Rental by client, no ongoing housing subsidy			14	
Rental by client, with ongoing housing subsidy			19	
Staying or living with family, permanent tenure			4	
Staying or living with family, temporary tenure (e.g., room, apartment, or house)		10		
Staying or living with friends, permanent tenure			1	
Staying or living with friends, temporary tenure (e.g., room, apartment, or house)		7		
Transitional housing for homeless persons (including homeless youth)		3		
	530			

Exits to Emergency Shelter and other temporary destinations count as positive outcomes for unsheltered Street Outreach clients.

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