

Balance of State - HMIS Lead Board Report

October 2025

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USER LICENSES BOS

As of 10.13.2025, there were 172 licenses in use by individuals who only enter data for the BoS, and a total of *192.73 licenses in use when we add in users that have access for multiple CoCs.

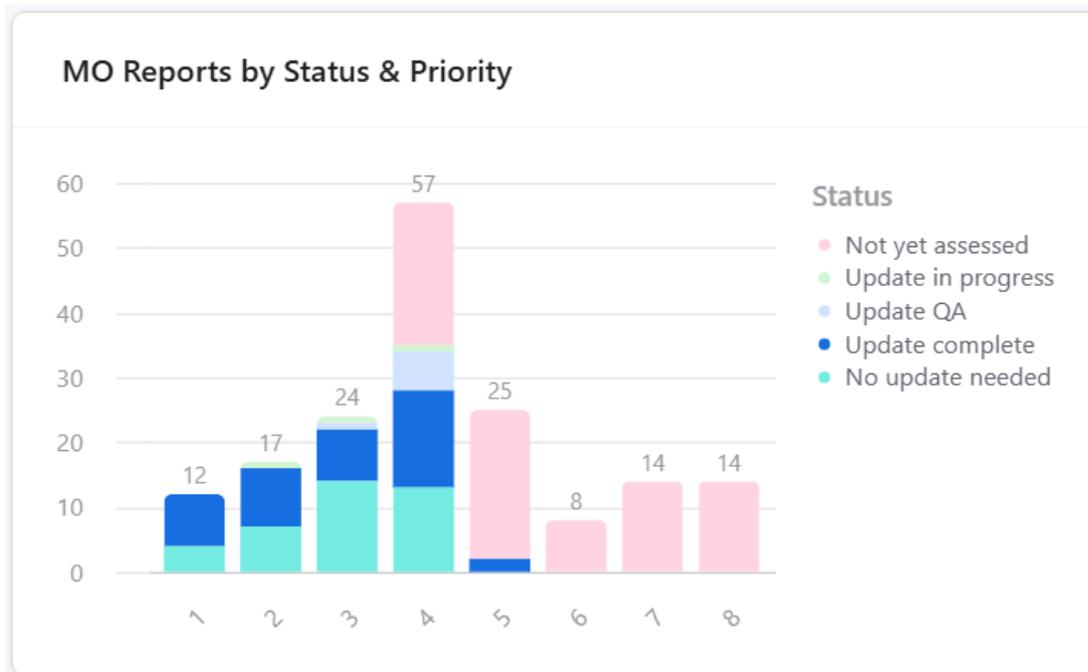
License Pool	Licenses Allocated	Licenses Used	Licenses Available
General Pool	175	132	43
CE-Only	35	23	12
SNOFO	30	0	n/a
YHDP	40	28	12
PATH	3	3	0
SSVF	11	7	4

- General – These licenses are funded through the HMIS renewal and expansion projects, and they are used to ensure that agencies receiving CoC, ESG, and MHDC funding are able to maintain HMIS access. At the discretion of the CoC, the licenses in this pool can also be used to provide HMIS access for other homeless services projects that contribute to the functioning of the CoC and improve the HMIS bed participation rate of the CoC. There are a total of 210 licenses in this pool, but 35 of these licenses have been allocated by the CoC from this pool to the CE-only pool. Additional licenses can be allocated to the CE-only pool at any time.
- CE Only- These licenses are available in order to facilitate access to HMIS for end users who will only have access to Coordinated Entry projects.
- SNOFO- These licenses were written into the SNOFO HMIS grant to help expand access to Coordinated Entry. These licenses have been in reserve, awaiting the start of the programmatic component of the grant.
- YHDP – these licenses were written into the YHDP HMIS grant to ensure that all end users working on the YHDP program would have access to HMIS. Any end user with access to a YHDP project has had their license issued out of this pool.
- SSVF – SSVF projects have an HMIS-participation requirement, and support services for these projects are laid out in MOAs that detail the number of licenses available to the recipients of these projects under the agreement. Users who only have access to SSVF projects are issued a license from this pool, while users with access to other CoC, ESG, and MHDC funded projects are issued a license from the general pool.
- PATH - PATH projects have an HMIS-participation requirement, and support services for these projects are laid out in MOAs that detail the number of licenses available to the recipients of these projects under the agreement. Users who only have access to PATH projects are issued a license from this pool, while users with access to other CoC, ESG, and MHDC funded projects are issued a license from the general pool.

FY26 HMIS DATA STANDARDS

ICA has been working hard to ensure that all reports are updated to reflect the changes in the soon-to-be-released FY26 HMIS Data Standards. We have updated 80 of 171 reports, according to the following order of priority:

1. Prioritization Lists- complete
2. Housing Reports & LSA – complete
3. Funding Reports- complete
4. Data Quality Reports- on track to be completed by 10/28
5. All other reports- in progress



FEDERAL REPORTS

Now that the federal fiscal year running from 10/1/24- 9/30/25 has concluded, ICA staff will be heading into 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.

WHAT ARE THE REPORTS? WHAT DOES ICA DO?

LONGITUDINAL SYSTEMS ANALYSIS (LSA)

- **Purpose:** Look at how households move through the CoC's homeless response system
- **Data:** Generated directly from HMIS for the year of FY2025
- **Preparation:** ICA conducts data quality cleanup on project descriptor information, including bed inventory, and works with agencies to clean up client-level data

- **Submission Process:** ICA uploads the report to HDX 2.0 and then engages in a lengthy data review process with HUD's Technical Assistance advisors. This is an iterative process where ICA works with agencies to update data as needed, re-runs the LSA report, and re-uploads to HDX 2.0. ICA also works to explain improbabilities in the data (like low or high utilization, significant changes from last year). The data review process typically spans the full three months of the LSA submission window, which typically ends in January.

SYSTEM PERFORMANCE MEASURES (SPM)

- **Purpose:** Looks at the overall effectiveness of the CoC's homeless response system
- **Data:** Generated directly from HMIS for the year of FY2025
- **Preparation:** ICA works with agencies to clean up client-level data
- **Submission Process:** ICA runs the report and presents preliminary data to CoC boards for approval prior to final submission, which is typically in February

YHDP

YHDP GENERAL UPDATE

ICA is currently working with the CoC to publish a YHDP Dashboard that will be available to the general public to provide aggregate information about client demographics and project outcomes: [YHDP Tracking Dash Tableau Public 9.19.22 | Tableau Public](#). This dashboard was recommended for publication at the most recent HMIS Committee meeting and is currently awaiting board approval. In addition, ICA staff had planned to attend a YHDP HUD TA site visit at CPSEMO to help ensure responsiveness to data entry and reporting needs for the projects. However, this visit was postponed and will be rescheduled later.

QPR AND SRT

ICA staff will provide CPSEMO with APR and SRT data for all required YHDP projects on 10/24/25 for the FY25 Q4 reporting period, running from 7/1/25 – 9/30/25, ahead of the submission deadline on 10/30/25. In addition to the required APR and SRT .csv output, ICA will also provide data from custom reports created to help CPSEMO answer the QPR Supplemental Questions about Special Activities. To support data clean-up efforts ahead of this deadline, the YHDP Coordinator provided APR training to YHDP recipient/subrecipients to increase general literacy surrounding HMIS data entry and reporting.

DATA CONCERNS

A careful review of the data for the YHPD projects shows that there are a large proportion of clients receiving YHDP services who are not Category 1 or Category 4 homeless. While the YHDP project is allowed to serve Category 2 youth, this may signal that there is an issue with accessing YHDP that could be improved through more targeted outreach to youth enrolling in projects that are not specific to YHDP and/or through greater community education about the availability of these services for youth under the age of 25.

YHDP MO BOS YHDP SUMMARY (1-1-2025 THRU 9-30-2025)

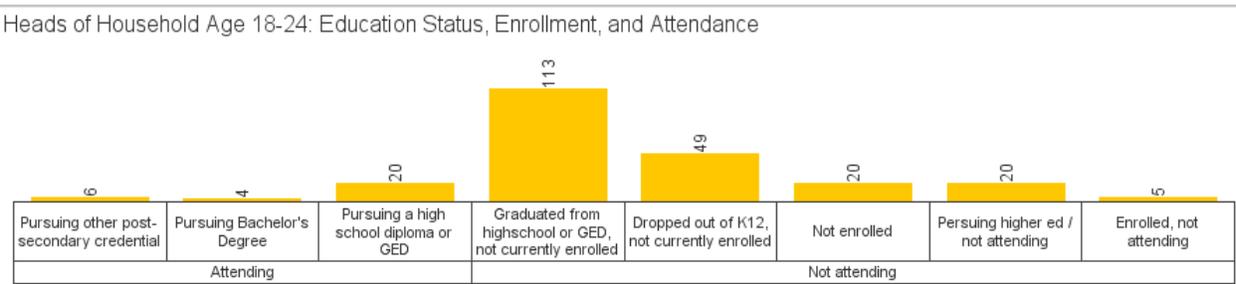
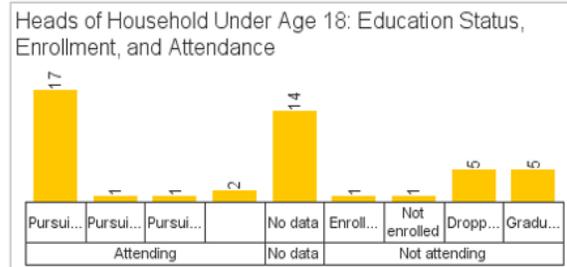
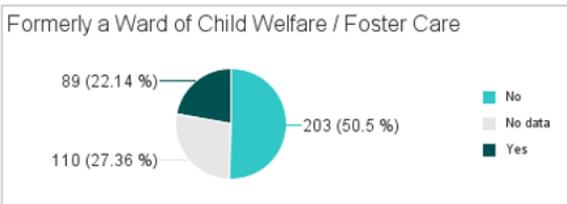
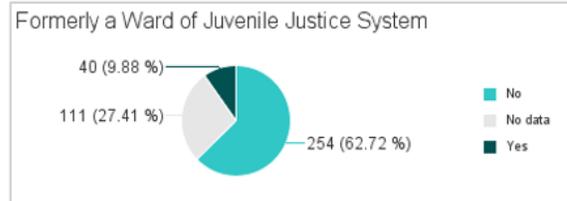
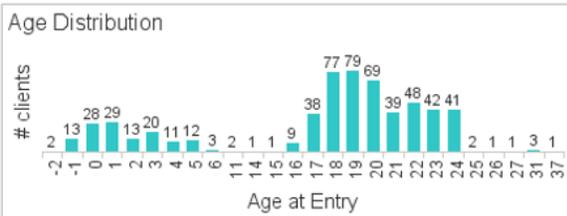
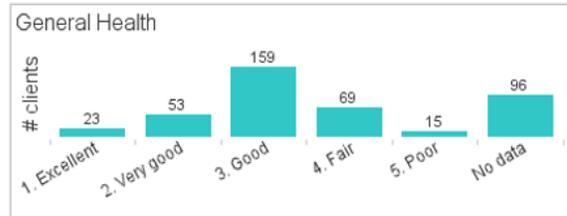
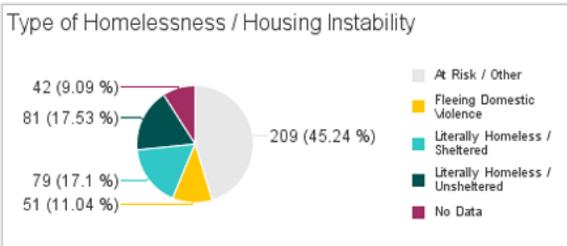
YHDP ALL PROJECTS SUMMARY

Report Start Date 1/1/2025

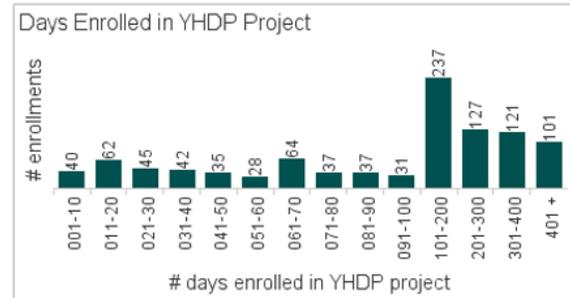
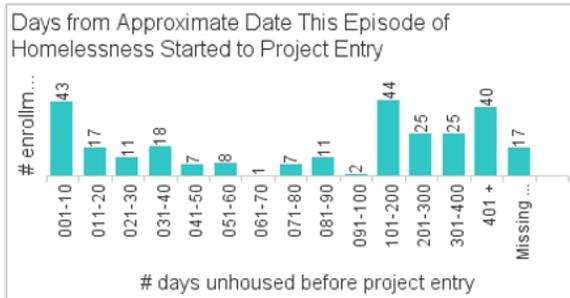
Report End Date 10/1/2025

All clients (current and exited) 555	All households (current and exited) 363	Adults no children 298	People in households with children (adults a...) 235	Currently fleeing domestic violence 51	Moved in with Rapid Rehousing 179
Current clients 302	Current households 171	Minor heads of household 44	Children of parenting youth 131	Pregnant 29	Permanent exits 262

CHARACTERISTICS



LENGTH OF TIME



Exit destinations and outcome categories	Other outcomes	Positive outcomes	Unhoused at exit
Client doesn't know	8		
Client prefers not to answer	6		
Data not collected	19		
Deceased	2		
Emergency shelter, including hotel or motel paid for with emergency shelter voucher, Host Home shelter	3	2	3
Foster care home or foster care group home	1		
Hotel or motel paid for without emergency shelter voucher	3	1	
Jail, prison, or juvenile detention facility	11		
Long-term care facility or nursing home	1		
Moved from one HOPWA funded project to HOPWA PH	1		
No exit interview completed	125		
Other	18		
Owned by client, no ongoing housing subsidy		2	
Owned by client, with ongoing housing subsidy		1	
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)			7
Psychiatric hospital or other psychiatric facility	2		
Rental by client, no ongoing housing subsidy		104	
Rental by client, with ongoing housing subsidy		71	
Residential project or halfway house with no homeless criteria	3		
Safe Haven	3	1	
Staying or living with family, permanent tenure		61	
Staying or living with family, temporary tenure (e.g., room, apartment, or house)	50	4	
Staying or living with friends, permanent tenure		23	
Staying or living with friends, temporary tenure (e.g., room, apartment, or house)	30	3	
Transitional housing for homeless persons (including homeless youth)	30	5	
Total	316	278	10

ICA COORDINATED ENTRY UPDATES

GENERAL UPDATES

ICA is in the process of developing a CE Dashboard to track how clients move through the CoC's housing system of care, which will require cleaning up older CE data. The CE HMIS Coordinator, Belle, will be reaching out to agencies in the coming weeks and months to request data cleanup from impacted agencies and to offer assistance in completing corrections. Belle is also in the process of working with Level 4 List Holders on referral data, focusing on incoming and outgoing referrals from this year that were recorded under the incorrect service type, and outstanding referrals to Housing Liaisons and other non-HMIS participating projects.

BOS CE DATA QUALITY ASSURANCE PLAN (7-1-25 THRU 9-30-25)

ICA has expanded the Data Quality Part 2 review to include clients flagged as Category 2 Homelessness who are not eligible for YHDP. The CE HMIS Coordinator met with providers with a high number of Category 2 clients to clarify the difference between Prior Living Situation and Current Living Situation.

- Clients who have not had the ADD/REMOVE Subassessment Completed: 35
- Clients missing VI-SPDAT information: 9
- Clients with missing or outdated Current Living Situation: 54
- Clients flagged as Category 2, not including YHDP eligible youth: 52

COORDINATED ENTRY APR - YEAR TO DATE (1-1-2025 THRU 9-30-2025)

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	3	19
CPSEMO – CE DV SSO	0	0
Synergy Services – CE DV SSO	2	9
SNOFO Rural Setaside	n/a	n/a
CPSEMO - YHDP	126	175
All Other CE Access Points	2,002	3,257

COORDINATED ENTRY INFLOW/OUTFLOW SEPTEMBER 2025

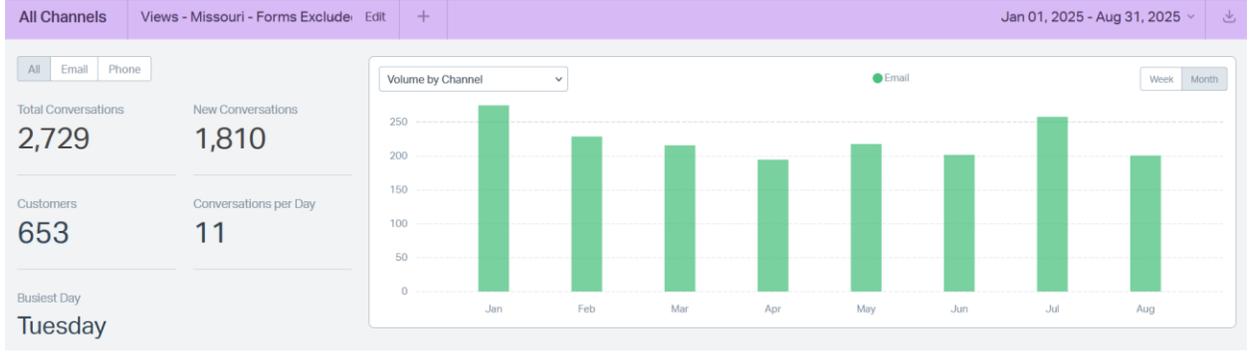
Inflow/Outflow BoS Report	July 2025	August 2025	September 2025	September 2024
Clients on PL	1932	1855	1840	1876
Additional HH Members	1311	1273	1245	1368
Total Veterans	138	140	127	125
Total Chronic Veterans	30	30	30	22
Total Chronic	534	514	529	474
Total Persons	3243	3128	3771	3865
Individuals Newly Identified				
Client on PL	233	204	188	278
Additional HH Members	210	144	141	239
Total Persons	443	348	329	517
Individuals returning from Permanent Housing				
Client on PL	16	11	6	23
Additional HH Members	9	0	3	11
Total Persons	25	11	9	34
Individuals returning from Inactive				
Clients on PL	15	22	19	0
Additional HH Members	17	24	10	0
Total Persons	32	46	29	0
Actively Homeless Persons All Deduplicated				
0-17	10	14	16	17
18-24	251	238	222	217
25-54	1307	1259	1251	1298
55 and up	364	343	350	343
Null (No DOB Entered)	0	1	1	1
Total	1932	1855	1840	1876
All Clients Exiting to Permanent Housing Destination				
Total Clients on the PL	94	103	91	103
Additional HH Members	57	82	62	67
Total Persons	151	185	153	170
Total Persons Moved to Inactive				
	236	232	265	263

TRAININGS - YEAR TO DATE (1-1-2025 thru 8-31-2025)

Number of Users Completing Training	Number of Practice Cases Completed
64	87

Please note that training number for 1-1-25 through 9-30-25 were unavailable at the time this report was written due to the current AWS outage.

*HELP DESK - ALL COCS, FORMS EXCLUDED, YEAR TO DATE (1-1-2025 thru 8-31-2025)



Messages Received	4,171
Status Rating	93% of users have rated the support as "GREAT"
Response Time	77% of all tickets are responded to within 2 hours, with 31% being responded to in less than 15 minutes.

Please note that training number for 1-1-25 through 9-30-25 were unavailable at this time this report was written due to the current AWS outage.

BOS MEETING PARTICIPATION

- Coordinated Entry Committee
- Funding and Performance Committee
- HMIS Committee
- Policy and Planning Committee
- PIT Committee
- Victim Services Committee
- Youth Services Committee
- YHDP HUD TA Check-Ins
- Regional Meetings throughout the CoC
- HUD HMIS Lead/System Admin Meetings
- MICH Meeting
- MHDC Bi-Monthly HMIS Lead Meeting