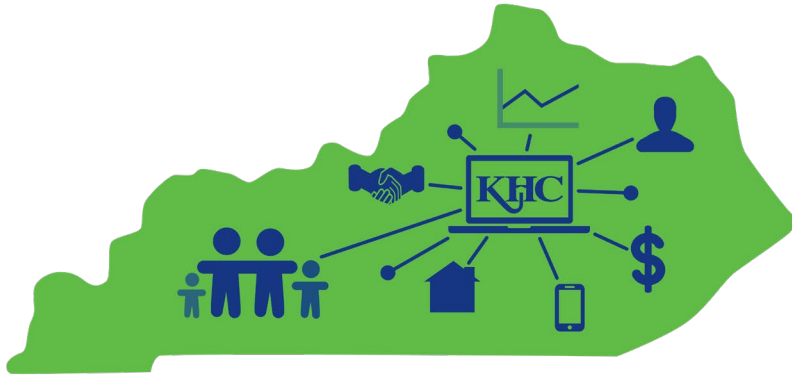


# KYHMIS

Kentucky Homeless Management Information System



# KYH MIS

Kentucky Homeless Management Information System

## KYH MIS BOS QUARTERLY MEETING

October 26, 2022

1:30 PM EST

# AGENDA

- Introductions
- System Changes
- Street Outreach
- ERA
- EHV
- Data Standard Proposed from HUD
- Data Quality
- Questions



# SYSTEM CHANGES

## HCA Help Desk Getting a New Name

Effective October 24, 2022, the Housing Contract Administration (HCA) Help Desk will have a new and improved name: **Housing Contract Administration Partner Agency Portal**.

We hope this change reflects our focus on HCA partner agencies.

This new name will appear on the HCA Help Desk, Kentucky Housing Corporation (KHC) website, and all other documentation starting Monday, October 24.



- ServicePoint name change to Community Services



# STREET OUTREACH

- Eligibility for Street Outreach
  - Unsheltered and HUD definition of homeless individuals
- Eligible expenses – few examples
  - Engagement – costs and activities to locate, identify, and build relationships with unsheltered individuals
  - Case Management – cost of assessing housing and services needs, arranging, coordinating, and monitoring
  - Emergency Health Services
  - Emergency mental health services
  - Transportation
  - Services for special populations – provide services for homeless youth, victim services, and services for people living with HIV/AIDS





# STREET OUTREACH WORKFLOW DOCUMENT

Street Outreach Flier



# ESG-CV TO ERA PROJECT

- KHC will be running a report of clients transferring into the ERA project and exporting this to the treasury system
  - This export report will only be exporting demographic data to create and start the client record
  - It is the agency's responsibility to then go into this system and update the client data for the ERA program.
- On clients exiting from ESG-CV Prevention projects and going to an ERA project make sure when exiting them to complete the Housing Assessment at exit

# EHV CLIENT TRANSFERS

- **What**

- Provide guidance on EHV referrals who have leased up and have move in dates in HMIS

- **Who**

- Only for RRH clients who
  1. Were referred to the EHV program
  2. Have been leased up (have a move in date within HMIS)
  3. **and** have continued to receive services only.
- Not for clients who are **not** receiving services after their Housing Move-In Date with EHV





# EHV CLIENT TRANSFERS

- **Why**

- We have run into some issues with clients who have moved from RRH to an EHV and continued received services only.
- The system thinks that there are two projects paying for the 1 unit (since there are overlapping Housing move in dates) and it is causing errors.

# EHV CLIENT TRANSFERS

## ■ What to Do

- We want the system to see that the RRH stopped paying for the client's unit on one day, and the following day, the EHV funds started paying for the unit. We also want the system to see that you are still providing Supportive Services.
  - Exit the HoH from the Current RRH project with an exit date **1 day prior** to the day of the Housing Move in Date within the EHV project. Please note: This date will likely be different than the date of the Entry into the EHV Project in HMIS.
    - a. For Example:
      - Client has an **Entry** into the EHV PH Project for 2/15/22.
      - Client has a **Housing Move in Date** within the EHV PH Project on **4/12/22**,
      - Then the RRH project needs to have an exit date of **4/11/22**.
2. Next, make a **NEW** entry into the RRH project **WITHOUT** a Move in date, and with a start date of the EHV Lease update.
- a. Going back to our example: Client has a move in date in the EHV PH Project of 4/12/22, then the NEW Entry start date would be 4/12/22.



# EHV CLIENT TRANSFERS

- **When**

- Samantha (Cook) Young will contact you regarding a list of your clients who have a Housing Move in Date in HMIS and who look to have overlapping dates with a RRH entry. We will need to confirm that they clients are receiving Supportive Services only after the RRH rent subsidy has ended and the EHV has taken over. Then you can do the steps mentioned.

# DATA STANDARDS – DEMOGRAPHIC DATA ELEMENTS

HUD is looking for feedback on the following **PROPOSED** demographic changes!!

**Changes will not be made in HMIS these are just a proposal.**

**Please submit any feedback to us by the 12/1/2022**

# DATA STANDARDS – RACE ETHNICITY

	<u>Race and Ethnicity</u>
Response Options (as many as are applicable)	<ol style="list-style-type: none"> <li>1. American Indian, Alaska Native, or Indigenous</li> <li>2. Asian or Asian American</li> <li>3. Black, African, or African American</li> <li>4. Hispanic/Latin(a)/(o)/(x)</li> <li>5. Middle Eastern or North African</li> <li>6. Native Hawaiian or Pacific Islander</li> <li>7. White</li> <li>8. Client Doesn't know</li> <li>9. Client Refused</li> <li>10. Data Not Collected</li> </ol>
	<u>Additional Race and Ethnicity Detail</u>
Response	Open ended

**Note on changes:** The proposed change combines the race and ethnicity data elements into a single elements. It includes a follow up question that allows people to choose additional responses, or use different language, to identify themselves. People experiencing homelessness should continue to be able to select as many responses options as they desire.



# DATA STANDARDS – PREFERRED LANGUAGE

	<u>Preferred Language(s)</u>
Response Options (as many as are applicable)	<ol style="list-style-type: none"> <li>1. English</li> <li>2. Spanish</li> <li>3. Chinese (including Mandarin, Cantonese, or Other Chinese Languages)</li> <li>4. Tagalog (Filipino)</li> <li>5. Vietnamese</li> <li>6. French or French Creole</li> <li>7. Arabic</li> <li>8. Different Preferred Language: (specify)</li> <li>9. Client Doesn't Know</li> <li>10. Client Refused</li> <li>11. Data Not Collected</li> </ol>
	<u>Other Preferred Language</u>
Only Answer if Selected “Different Preferred Language”	Open ended

**Note on changes:** This is a new element. The options are based on the most common languages in the United States but there is space to enter a different preferred language to allow communities to gather that information.



# DATA STANDARDS - GENDER

	<u>Gender</u>
Response Options (as many as are applicable)	<ol style="list-style-type: none"> <li>1. Woman/Girl</li> <li>2. Man/Boy</li> <li>3. Non-binary</li> <li>4. Culturally-Specific Identity (e.g. Two-Spirit)</li> <li>5. Questioning</li> <li>6. Different Identity: [specify]</li> <li>7. Client Doesn't Know</li> <li>8. Client Refused</li> <li>9. Data Not Collected</li> </ol>
	<b><u>Different Identity Detail</u></b>
Only Answer if Selected "Different Identity"	Open ended
	<b><u>Transgender Experience</u></b>
Response Options (only one option should be selected)	<ol style="list-style-type: none"> <li>1. Yes</li> <li>2. No</li> <li>3. Questioning</li> <li>4. Client Doesn't know</li> <li>5. Client Refused</li> <li>6. Data Not Collected</li> </ol>

**Note on changes:** The proposed changes divides the gender question into two parts. The first part of the question is about preferred gender identity and the follow up question allows a person to identify if they have had a transgender experience. For the first part of the question, people experiencing homelessness can choose as many identities as they feel represent their gender. For the second part of the question, there should be a single response.

# DATA QUALITY

- All Data Quality Reports due on the 15<sup>th</sup> of every month
- When submitting your canned Data Quality Framework, please remember to provide an explanation for any errors on any of your reports each month. With the exception of errors that take a year to come off.
- Send reports to [kyhmisdataquality@kyhousing.org](mailto:kyhmisdataquality@kyhousing.org)
- All Data Quality Instructions can be found on the HCA Help Desk
- Updated Data Quality Report Calendar on Help Desk



# ESG-CV CLIENTS – ACTIVE CLIENTS

- ESG-CV prevention and Street Outreach Projects
  - Please run reports on these projects and make sure the clients you show as active are still active
  - If the client stays in the project for a year annual assessment will need to be done – we have seen a high number of clients needing annual assessments.

# AGENCY PERFORMANCE ACCOMPLISHMENTS



**Congratulations!!  
Merryman House**

# UPCOMING SYSTEM REPORTING

- LSA
- System Performance Measures



# NEXT MEETING

January 25, 2022- 1:30 PM EST

[To Register](#)





QUESTIONS?

