

Greater Nashua Continuum of Care Executive Committee
Partnership for Successful Living
77 Northeastern Blvd. Nashua NH, Upstairs meeting room
May 15, 2019

In Attendance were: Heather Nelson, Mandy Reagan, Magaly Rios, Wendy LeBlanc, Bob Mack, Lloyd Curtis, Maryse Wirbal, Jill O'Neill, Maureen Magro, Michael Reinke, Gary Hooper, Ashley Gauthier, Roger Pitzer, Jesse Dirkman, Adam Smith, and Meaghan Morrow Raftery.

Call to order 9:35am.

Introduction were made by all. Reviewed minutes from April 17th meeting. Bob M. mentioned that the minutes should say that The Nashua Soup Kitchen and shelter will email the CE action list with their availabilities each day, so all CE workers know what is available. The other correction is the name Robert should actually be Roger for the administration of the full *HMIS*. Wendy made a motion to accept the minutes as amended, seconded by Maryse. All were in favor.

We welcomed some of the Instituted for Community Alliances (*ICA*) staff, Adam Smith *HMIS Project Director*, Jesse Dirkman *Data Analyst*, and Meghan Morrow Raftery *Manager, System Administration*. A handout was given out to all with information on *ICA*.

Meghan talked about her team and their tasks and what they can do for the *GNCOC*. Currently Meghan is Located in Vermont but has staff all around the country. *ICA* will go to all *GNCOC* meetings and will attend the data committee as well. Currently VT does not have a data committee, but maybe sometime in the future they will. *ICA* is looking for other staff members to join their team to be located in NH. The *ICA* team has some experience working with Coordinated Entry(CE), which is beneficial to our CE process. They currently assist 14 different states. *ICA* will also look at the PIT & HIC to be able to assist us with the process.

ICA is the largest company that specializes in *HMIS*. They will be reporting out on a regular basis. Anything you enter into *HIMIS* can be pulled and printed out as needed. *ICA* is currently negotiating prices of licenses for NH, for they are too high. There is training involved to use *HMIS* with a following test, in order for individuals to get licenses. There are no more agency administrators. Trainings will be provided and they can help us learn and gather ideas from other states that have progressed and succeed with *HMIS*. There won't be any invoices sent to agencies, because trainings and reports are included in the contract with *ICA*.

Asked for current people that use *HMIS* for feedback before July 1st, Meghan will send out a email with her direct phone number.

Joe Frappiea is the contact person for 211 and he can pull data as to how many referrals are being made to CE. There was further discussion in regards to different programs and what type of data systems they use. *ICA* seems to be familiar with many data systems. Megan wants to talk to each agency that is currently using *HMIS* to find out what they want from *HMIS* and what

ICA can do for them. *ICA* will send out reminders for APRs to each agency and if you would like to review your current APR you can schedule an appointment with them as well and do so. NH is now listed in the *ICA* website. The *ICA* team encouraged all agencies to look at their website. Their site includes important HUD reporting dates and deadlines, as well as the opportunity to add other dates you feel is important.

Meeting adjourned 11:04am