

# Y-CHAPS Meeting Notes 10/28/2016

Thursday, November 17, 2016

9:55 AM

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Ian Fletcher	MDHI CHAPS coord.
Matt Mollica	CCH
Kamrey Lucero	CCH
Cheryl	DOH
Holly	CCH
MaryJane Carr	Family Tree

Renee Crews reviewed:

- How to generate UCI
- TAY\_VISPDAT form/changes
- Renee will send instructions next week and users can start inputting data directly into the google system
- Renee will send update on ROI (new form on the MDHI website) submittal via secure email; include UCI on the ROI form
- 18 Referral are pending for DOH vouchers; no one housed yet but at least 1 close
- Landlord outreach/recruitment focus in Superior and Louisville

Group did final review of the MIF (match initiation form)

- Suzanne will do a final final and send back out; will get final version posted to the website
- Administered - when youth have been identified as a high priority
- Where does the MIF go? In the system eventually, but for now to the Housing provider (the housing navigator)

Group discussed the difference between Y-CHAPS priorities and Eligibility requirements; There will be only one set of Y-CHAPS priorities as previously defined by this group, but each project or program may then have eligibility requirements that must be met for a match/placement to occur

Next Meetings:

11/18 from 1:00 - 3:00 pm Agenda: Renee will provide a process training and group discussion on cross system and other providers trainings

12/5 and 12/6 MDHI Training provided by Ian DeJong from Org Code on the VISPDATS and coordinated entry (sign up with MDHI for this free training)

12/16 1:00 - 3:00 pm Agenda: Discuss and finalize the process/procedures for address system exceptions for adult/youth