Y-CHAPS Meeting 10/10/16

Monday, October 10, 2016
9:31 AM

Attendance:

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Kelly Barker	DOH
Suzanne Kittelson	Urban Peak
Karissa Johnson:	Karissa.Johnson@denvergov.org
Rose McQuiggan (NEW)	VOA Bannock

Sara Schlaback (NEW)	VOA Bannock
Ian Fletcher	MDHI CHAPS coord.
Matt Mollica	CCH
Kamrey Lucero	CCH

Pending Agenda Items:
1. Training
2. Process for exceptions
3. Follow-up on prioritization list
4. Follow-up on youth in adult and family systems
5. Tracking and reporting back on the outcomes of projects? HMIS? Who is setting up these projects in HMIS? Data sharing

Did everyone send in the updated TAY-VISPDAT Data:
- Yes Attention Homes
- Yes - MHP
- Yes - UPD
- No - Shiloe House has 8 did not submit because wasn't clear if the vouchers could work in their counties; now that this is confirmed as regional she will submit

DOH vouchers - need clarity about who is doing what? VOA is contracted with CCH for the case management of the vouchers
Clients would transfer to VOA for Case management and connection to other services;

UPDATES:
- Prioritization list that went to DOH:
  Attention Homes - 3 were contacted
  MHP - 1 is not being found
  Urban Peak had 4 - Kendall will follow up on status
  What do we do with those who are missing in action but may still be around? Process question
  Pre MIF - how do we communicate with the specific DOLA project?

December 5 - 6 Org Code Training by Ian DeJong
-ViSPDAT 2 will be implemented and then the scores ranges on both the adult and youth tools will match

Still working on final updates to the MIF tool - please send Suzanne and Kippi for finalization by noon on 10/14; DRH will input into the google doc site;

MDHI - please fill out the service inventory that Jenna is sending out for the YHDP application; team will be placed to do referred assessments in the community - send Ian locations that would be good to contact youth; putting out an RFP for new HMIS vendor that will integrate CAHPS data;

In the short term last meeting it was decided - clients from the adult system if we think they would score a 12 or higher on the TAY-VISPDAT would take the TAY-VISPDAT rather than use the adult

VISPDAT score; is there a conversion algorithim that we could use instead of re-surveying; group decided to stay with re-surveying youth with TAY version if they were identified in the adult system for the short term until Dec.

DRAFT PROCESS
? Having to do the adult ViSPDAT and the TAY-VIDPDAT - yes do both until the ViSPDAT2 is launched here

KE - Send out updated TAY-VISPDAT tool with corrected questions; add the HUD chronically homeless criteria questions at the end of the tool (Karissa will send these to KE to add from the adult version)

Renee wants to get the final tool so we can update google doc and make the link "live" for data entry (Can get org. level reports); DRH needs to also have a list of names; Renee needs to provide instructions on creating unique identifier; will need to send the ROI front and back through encrypted email to DRH to keep names and ID - Renee will send out details and instructions

Draft Process Steps:

1. Providers do the TAY VISPDAT on the Form and client ROI - create unique client identifier (UCI) per Renee's instructions
2. Send encrypted ROI to DRH who keeps a list of client name and ID
3. Provider inputs the TAY VISPDAT data into the google system
4. Providers need to keep track of the unique identifiers that are assigned to youth (agency level tracking sheet)
5. Housing Provider requests a list of eligible youth from DRH
6. DRH pulls current list from the data based on the TAY VISPDAT score and prioritization criteria - creates designated high priority list
7. DRH will put forth the current priority list and send to full Y-CAHPS team, including the contact name/info for the housing provider and the deadline for follow up with the housing provider
8. *Exceptions Process should take place here (Renee will send out the Adult version for review prior to next meeting)*
9. Providers who have youth on the current priority list connect with the housing provider and start to track down the youth from the list
10. Once the youth is found and still eligible for housing - ?? Completes the MIF and does document prep, etc. to move forward with the voucher

For next meeting 10/28 1:00 - 2:30- Renee will provide a process document and walk through the process steps; review the exceptions process (step 8 above); we will try and have a web-meeting set up so we can all be looking at the same docs. Together (if not an option the docs will go out in advance of the meeting)