



**Jackson County Continuum of Care  
 HMIS Users Workgroup Meeting  
 Date: 8/21/2024  
 Minutes by: Tanner South**

<b>In Attendance</b>
Barbara Johnson, Matt Northrop, Tanner South, Tina Stevens, Cal King, Colton Ort, Paul Sheldon, Joshua Trotter, Cindy Dyer, Theresa Bilodeau, Ben Petetit, Jazmin Repman, Megan Armstrong
<b>Absent</b>
Carolyn Anderson, Mo Waite, Debbie Boyd, Stephanie Cortes, Lisa Denison, Brandi Ferreira, Melissa Frazier, Brian Graunke, Zoe La Terreur, Abby Lewis, Melissa Markos, Natalie Fyffe Nickerson, Kim Ridpath, Laura Ross, Heather Siewell, Jennifer Silver, Cole Smith, Lisa Smith, Lisa Sutton, Cessi Ward, Rhionna Watson, Bryan Wenzel, Krystle Williams, Sara Font, Kasey Rolih, Amanda Doemland, Sarah Cunningham, Josh Heuertz, Quinn Harding, Andy Davis

Minutes:

- **Call to order:** The meeting was called to order by Tanner South at 2:04 PM.
- **Resources Discussion:** Tanner provided an update on the resources being developed for HMIS users. This includes a new form for project setup and report requests, which will be rolled out soon. This form aims to enhance communication between program-side and HMIS, ensuring new projects are set up efficiently and accurately.

**Discussion:**

Tanner facilitated a discussion on future workgroup topics. Key points included:

- **Usage of HMIS:** How can we better understand and share how our agencies are utilizing HMIS? Tips, tricks, and experiences were suggested as potential topics for future meetings.
- **Documenting Outreach:** Exploring methods to document outreach within HMIS and improve tracking of this critical work among agencies.
- **Shared Drive/Google Site:** Discussion on desired resources for a shared drive or Google site, including training materials, documents, and recordings. The goal is to provide a common starting point for all HMIS users to build upon.

**Action Items:**

- Prepare for the next meeting's training on keeping client data up to date.
- Reflect on how your organization uses HMIS compared to other agencies and consider what experiences might be valuable to share in future workgroup meetings.

**Next HMIS Users Workgroup Meeting: 9/18/24, from 2:00pm – 3:00pm  
Olsrud Center, ACCESS, 3630 Aviation Way, Medford**