



Jackson County Continuum of Care  
 HMIS Users Workgroup Meeting  
 Date: 7/17/2024  
 Minutes by: Tanner South

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

Minutes:

- **Call to order:** The meeting was called to order by Barbara Johnson at 2:04 p.m.
- **Client Served Report vs APR Training:** Debbie took over to present the training for this meeting. By running the client served report and APR, we can compare the lists of clients in each of these reports. The APR pulls all clients entered into a program, while the client served report pulls the clients that have actually received services in that program. Comparing these can show errors; when a client has received a service but has not been entered into that program, this constitutes an error. Either the client has not been entered into the program and they need to be entered, or they have had a service that was misapplied to the wrong program.
- **Entry/Exit Report Training:** A new entry/exit report has been created in BusinessObjects in the Jackson County folder. This report includes clients entered into a program and demographic data for those clients.

Action Items:

- Practice running the APR/Client Served comparison

**Next HMIS Users Workgroup Meeting: 8/21/24, from 2:00pm – 3:00pm  
 Olsrud Center, ACCESS, 3630 Aviation Way, Medford**

