



**Jackson County Continuum of Care
 HMIS Users Workgroup Meeting
 Date: 1/16/2025
 Minutes by: Tanner South**

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

Minutes:

- **Call to order:** The meeting was called to order by Tanner South at 2:02 PM.
- **Annual Workgroup Plan Review:**
 - The annual plan for the workgroup was reviewed. This includes annual HMIS trainings scheduled for March and August. Input will be solicited from all workgroup attendees regarding topics to be covered in the trainings. Feedback opportunities will be provided in the months following the trainings. A full schedule for 2025 will be made available to all workgroup members.
- **Presentation by Tina – How OHRA Uses HMIS:**
 - Tina presented on how OHRA utilizes HMIS and the features they leverage to maximize the system's benefits. Key topics covered included:
 - Using client case plans and assigning case managers for long-term clients
 - Attaching files to client profiles for improved file management
 - Utilizing various service types to record all possible services within the system (e.g., meals)
 - Implementing follow-ups
 - Using incident reports for better communication through HMIS

- **Adjournment:**

- The meeting was adjourned by Tanner South at 2:58 PM.

Action Items:

- Please complete the HMIS quiz/forms when they are distributed in February. The data collected will be instrumental in shaping the first annual training.
- Bring topics and suggestions for the annual training to our next meeting. This feedback will also be used to create the training.

**Next HMIS Users Workgroup Meeting: 02/19/2025, from 2:00pm – 3:00pm
Olsrud Center, ACCESS, 3630 Aviation Way, Medford**