

**Homeless Continuum of Care of Stark County**  
**HMIS Committee Meeting**  
**May 9, 2018**

Committee Attendees: Miriam Ballinger, Celestine Barnes, Dave Besse, Marcie Bragg, Tammy Geiger, and Jennifer Keaton

Guest Attendees: Kristin Hooten and Aaron Wagster

**Motion Request:** Marcie requested a motion to approve the April 3, 2018 HMIS Committee Meeting Minutes. Jennifer made a motion to approve the April 3, 2018 HMIS Committee Meeting Minutes and Tammy seconded the motion.

Jennifer provided the following updates on HMIS:

- Adsystem participated on a call with Jennifer on May 8<sup>th</sup> and four tickets were closed as a result of the call.
- Adsystem is adding a new section to the system called “documentation”. This section will allow HMIS users to see where data is being pulled for reports. There is also work being done to create more system tools for users to be able to troubleshoot using the tools.
- There are 3 or 4 local tickets still pending. Jennifer requested tickets be submitted to her when a system issue is identified.
- Adsystem is offering a webinar on how to create ad hoc reports.

Providers provided the following updates on HMIS:

- Miriam reported she is having an issue viewing two of ICAN’s projects.
- Kristin and Miriam reported that they can’t always add a service.
- Providers expressed interest in knowing when a ticket is closed.

The remainder of the meeting focused on an Adsystem demonstration lead by Jennifer. She responded to agency specific questions and concerns.