



# MINNESOTA'S HMIS

## Homeless Management Information System

PLEASE DISTRIBUTE WIDELY!

**QUESTIONS?  
COMMENTS?**

**CONTACT US!**

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### **Selected: Institute for Community Alliances**

The HMIS Interim Governing Board voted May 2<sup>nd</sup> to enter into contract negotiations with Institute for Community Alliances (ICA). ICA has a rich history in providing both Lead Agency and System Administrator roles. They also come highly recommended from CoCs across the country who have experienced HMIS transition. ICA currently serves as HMIS System Administrator in 7 other states across the country.

ICA will be reaching out very soon to introduce themselves to all of our MN HMIS users.

For more information on ICA please visit their website:

<http://www.icalliances.org/>

**Help desk support:** Continue to use Wilder for all help desk requests. Information will come out closer to the transition date with instructions on how to access the help desk once the transition has taken place.

**HMIS Training:** All non-metro and refresher trainings have been postponed until further notice. Fortunately, there is a new online training option now available at the following link: <http://hmismn.org/basic-user-training-registration/> Metro trainings will continue as planned. Additional training options are being explored so please stay tuned!

A full schedule of training opportunities will be available again shortly after the transition has taken place.

**End User Fees:** All End User Fees due in the month of May should be paid to Wilder as invoices indicate and as has been done in the past.

Any End User Fees due June 1 or beyond should be paid to ICA. Communication will be coming soon as to how those payments will be charged and where they should be sent.

**Reporting:** Reporting schedules are being reviewed by state funders. More to come in the near future if the transition will cause reporting deadlines to be pushed back.

### **Communication**

Keeping users updated through this

### **Interim Changes**

As of April 27, all 10 Minnesota Continuum's of Care voted to transfer HMIS Lead Agency (LA) and State System Administrator (SSA) duties.

The Interim LA and SSA will serve for a period of 12-18 months and will be tasked with providing all core data administration and reporting functions.

The approval of this transfer also includes an HMIS Interim Governing Board and Workgroup.

### **Interim LA/SSA**

### **Interim Timeline**

**May 2<sup>nd</sup>** – HMIS Interim Governing Board votes to approve Interim LA/SSA.

**May 11<sup>th</sup>** – HMIS Interim Work Group meets with ICA to review deliverables and expectations.

**June 1<sup>st</sup>** – Target for transfer.

### **System Priorities and Function**

time of change is important. This newsletter update will come out at a minimum of every other week. The current HMIS website is not being maintained at this time but all information regarding the transition will be posted on a page of the MN Housing website. That link is currently under development but will be available for use early next week. It will be included in next week's update.

**Adjacent Contracts:** There are a number of agencies throughout the state with contractual relationships with Wilder specific to HMIS. A specific communication is being developed for these agencies.

ICA and the HMIS Interim Work Group are also working on sending a meeting request to all agencies with adjacent contracts to introduce you to ICA, talk more in depth about the transition, and how the transition will impact you.

## **website**

In order to keep everyone in the loop regarding questions through the transition, the HMIS interim work group will be updating FAQ's and posting on the MN Housing's website. This link will be available early next week and will come in the next Newsletter Update.

**FAQ's to be posted  
on MN Housing**