community**shelter**board

Meeting Minutes
CSP Administrators Meeting (PSH/Other programs)
August 24, 2010
9:00 am – 10:00 am
Attendees: Beverly Wilkes, CHN; Carrie Mularz, Huckleberry House; Gail Myers, NCR; Stephanie Jordan-Smith, VOAGO; Catherine Kendall, Keiko Takusagawa, CSB.

1) Welcome and Flow of the Day
   a.   Agenda – Catherine walked through the day's agenda.

2) CSP Administrators Update
   a.   Next PSH CSP Certification Training
      i.   Online Training 10/27/2010 - Catherine reminded the group of the next online training.
   b.   HUD Data Standards
      i.   Income Collection/Reporting & CoC
         ⟨   Catherine informed the group that she will be participating in the Bowman's workgroup for the income data entry to give them CSP users' input.
         ⟨   As of today, CoC requires CSP users to continue the new income data entry procedure to comply with HUD income data requirement.
   c.   Changes to the QA Report
         ⟨   Catherine reported that Bowman is working on the corrections to Part A modification.
         ⟨   Part B modification in progress.
         ⟨   Catherine stated it is planned that the QA report with corrections to Part A modification will be released to agencies in mid September.
   d.   Video training on APR
         ⟨   Catherine handed out the information about the video training available online about APR under new data standards. Catherine encouraged the group to check this out.

3) Admin/User Concerns
         ⟨   Gail asked if there is anything users can do to prepare for ART training in the future. Catherine suggested that The Computer Workshop offers classes on Business Objects and SQL Basic. Agencies must come up with resources to fund such classes on their own.

4) Future meetings
         ⟨   Next meetings are scheduled for:
         a.   All Administrators Mtg. 10/05/2010
         b.   PSH & Other Program Admin Mtg. 11/23/2010
         ⟨   Catherine asked the group to email her if they have topics they want to discuss.