iREMS Data Sharing Working Group Meeting
Meeting Minutes – 06/15/2009

Attendees

- Ann Gass, Southwest Housing Compliance Corp.
- Eileen Walker
- Naseem Saab, MF Housing
- Alisa Costello, TRACS Team
- Kara Penn, iREMS Team
- Wes McAfee, iREMS Team
- Bob Schneider, Georgia HAP Administration
- Tom Prorok, CGI Federal
- James Mount
- Magady Mendez
- Enrique Temes
- Michael Johnson
- Jeff Wirrick
- Terell Graham
- Christina Gilson

Glossary

- Downloading data – HUD data and getting the data to PBCAs
- Uploading data – PBCAs data getting the data to HUD
- Reports – formatted entities with data embedded into them and pre determined with business rules and data represented in a specific way (not downloads or uploads)
- Read only view- data on a URL or website (publicly assessable data available as of the day of searching)

Background

What is the *iREMS Data Sharing Working Group*? Multifamily Housing (MFH) is establishing a working group to support as well as map out future requirements for sharing data files between the PBCA organizations and HUD's Integrated Real Estate Management System (iREMS).

What does MF Housing currently have in-place for iREMS Data Sharing? Currently, we create an XML file with some basic property information and make this single file available for download.

What are the goals of the *iREMS Data Sharing Working Group*? Our vision is to expand on the current capabilities for data sharing between HUD and its partners.

How can MFH help? Requests that we have received and ideas that we have discussed:
 a. Transfer to include more elements
 b. Transactional System-to-System data transfer
 c. Expand current file extract or create additional files to share additional business data
 d. Create a new search engine, to control / filter the contents of the file extract
 e. Direct access to iREMS standard reports while restricting the data to PBCA's portfolio
 f. Expand this concept further by providing an XML template allowing organizations to create data files (via automation) and upload them into the iREMS database

Items of Discussion
Meeting Agenda:
 1. Who's around the (virtual) table?
 2. Review the last meeting minutes (refer to the attached minutes.)
 3. Continue to discuss data needs with the users for Phase I. This will include the Project Action, Management Review Data and Physical Inspection/EH&S areas of the system.

Minutes from Meeting

The URL http://www.hud.gov/offices/hsg/mfh/rems/rems.cfm

- The site has been created to house any documentation associated with this project.
- There are some documents that may not appear because this is a public site.

Data Sharing

The following was discussed in the last meeting.

- The requirements for Phase I of this project have been gathered and are being documented. Phase I will cover Project Actions, Physical Inspections/EH&S and Management Reviews.
- The iREMS team will begin gathering requirements for the remaining Functional Areas at the next meeting. The PBCA's were asked to think about what they would like returned for each of the remaining Functional Areas.

    The remaining Functional Areas include:
    - Participant Data
    - Contract/Renewal Data
    - Financing
    - Financial Submissions
    - Occupancy/Address Information
    - Additional data not included
    - Reports

- The PBCA's were briefed on what would be presented at the TRACS Industry Meeting. They were also solicited to speak on behalf of the project and let other PBCA's know the importance of the project

Attached Documents:
1. Last month's Meeting Minutes. Note: Thanks to Kara Penn, from the iREMS team, for putting these minutes together.

Action Items

Next Meeting

- **Next Meeting: Thursday August 20th (3rd Thursday) Time:12:00pm - 1:00pm**
- **Meeting after Next: Thursday September 18th (3rd Thursday) Time:12:00pm - 1:00pm**