

File No.: 04-1000-20-2023-479

August 4, 2023

s.22(1)

Dear s.22(1)

Re: Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")

I am responding to your request of July 31, 2023 under the *Freedom of Information and Protection of Privacy Act (the Act)* for:

Training materials related to the use of Homeless Individuals and Families Information System (HIFIS) from the Urban Issues, ACCS Liaison, and Impound and Staging Team departments or divisions. Date range: May 1, 2022 to July 31, 2023.

We have completed the search for responsive records for this request and no responsive records have been located.

Please note, the use of HIFIS is restricted to Outreach staff who are a part of the Homeless Services Outreach Team (Carnegie Outreach) only, and are assigned accordingly to record information in HIFIS. The owner of the HIFIS system is BC Housing and the city's outreach team accesses the use by way of a contractual agreement.

Under section 52 of the Act, and within 30 business days of receipt of this letter, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number (#04-1000-20-2023-479); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,

[Signed by Cobi Falconer]

Cobi Falconer, MAS, MLIS, CIPP/C
Director, Access to Information & Privacy

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If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible. Alternatively, you can call the FOI Case Manager at 604-871-6584.

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