

HMIS Committee

Meeting Minutes

May 13, 2020-10:30am

Ken Weber Community Campus at Goodwill

MEMBER ATTENDANCE		MEMBER ATTENDANCE	
Miriam Ballinger	x	Jennifer Keaton	x
Celestine Barnes	x	Aaron Wagster	x
David Besse	x	Dionna Stokes-Ellis	
Marcie Bragg	x		
Kristin Hooten	x		

AGENDA/ITEM	MOTION/ACTION	DISCUSSION/COMMENTS
Welcome and Call to Order		<ul style="list-style-type: none">• 10:35 am• During the previous meeting it was discussed that the All Users meeting will be held off until further notice.
Previous Minutes Approval	Motion to approve the March 2020 meeting minutes as presented. Kristin made motion to approve and Miriam seconded the motion: unanimous approval by all present.	
HMIS Administrator Updates (Jennifer Keaton)		<ul style="list-style-type: none">• Hotline and HMIS staff operating from home; one Specialist remains in the office to triage calls received.• Homeless Navigation staff have a daily morning update call that includes sharing webinar information and daily shelter update.• Homeless Navigation has created a Health Record monitoring sheet that allows for sharing information on COVID19+ participants.• New projects have been entered into the HMIS for COVID19 related shelters.• Homeless Navigation Supervisor search was on hold until end of last week and the first round of phone interviews begins today, May 13; Teresa's departure date is June 30, 2020.

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		<ul style="list-style-type: none">• StarkMHAR offices are closed until the end of the month and the terms of reopening are still being negotiated.• HMIS system had minimal issues with records from original upload that weren't complete total was roughly 1000 errors that Homeless Navigation is working on corrections of data.• United Way Homeless Prevention and Emergency Assistance project in HMIS is 95% built; Jennifer and United Way staff have been sharing information back and forth in a spreadsheet to move the process forward.• The PIT and HIC required submission is 95% complete; Homeless Navigation needs agency approval prior to submission; HIC and PIT submissions are due June 30, 2020.• Homeless Navigation is working with SSVF on a monthly upload of data.• HUD Nat. Data Consortium, Jennifer was able to attend all sessions and Specialist were able to attend some sessions as well.• Increasingly important to determine measures for data quality and identify models to discuss how CoC data quality process will work; for this project, committee engagement is being sought.• The CE data elements deadline previous deadline was April 1st; the deadline has been pushed back until October 1st, 2020.• Homeless Navigation has been researching data dashboards, but the dash boards are not specific and inclusive of what data to entail; two sessions at the conference discussed this topic.• StarkMHAR offer a tech person to assist with the AHOC reports; the tech person was also able to attend the recent webinars that discussed this topic.• There has been no forward movement with Adsystemtech regarding the data backup
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HMIS User Updates/Questions		<ul style="list-style-type: none">• Kristin did not report and issues or concerns with the HMIS and has not had any issues for several months.• Kristin did find the HMIS system updates that included the ability to print documents such as birth certificates and social security cards.
Old Business		<ul style="list-style-type: none">• N/A
New Business		<ul style="list-style-type: none">• The committee will determine if the meeting should be held during the month of June; the committee will be relied on to provide agenda topics.• Data quality elements will be distributed to the committee for review.
Adjournment		<ul style="list-style-type: none">• Next Meeting is June 10, 2020 at 10:30 am• Meeting adjourned at 10:55am.