

HMIS Advisory Committee

FL-507 Continuum of Care

November 19, 2019

Agenda

- **Introductions (5 mins)**
- **HMIS Policy & Procedures (30 mins)**
 - **Advisory Committee structure**
 - **User Agreement Timeframe**
 - **Inclusion/Exclusion Policy**
- **Official HUD Reports (5 mins)**
- **System Performance Measures (10 mins)**
 - **SPM - Agency Engagement**
- **HMIS Training & Support (5 mins)**
- **HMIS Software Review (5 mins)**
- **Questions and New Topics/Issues**

Introductions

- **Your Name**
- **Your Agency**
- **Are you willing to nominate yourself or someone from your agency as an official member of the HMIS Advisory Committee?**

HMIS Policy & Procedures

New Items:

- HMIS Advisory Committee Structure (10 mins)
- HMIS User Agreement Timeframe (10 mins)
- HMIS Inclusion/Exclusion Policy (10 mins)

Update on Previous Items:

- HMIS Agency Liaisons status (3 mins)
- [2020 HMIS Data Standards](#)
- HMIS User Subscriptions (3 mins)

HMIS Advisory Committee Structure

- **Committee Officers**
 - Nominations
- **Membership requirements**
 - Representation by jurisdictions, project types, funding sources
- **Meeting processes** (i.e., Robert Rules of Order)
- **Formal Tasks**
 - Evaluation; review new HMIS applications; etc.

HMIS Advisory Committee Structure



Next Steps:

- Further discussion (**before Sept meeting**):
 - Develop Recommendations (GoToMeeting)
 - Prepare/refine Recommendations (GoToMeeting)
- Final proposal for FL-507 CoC Board Approval will be discussed at September meeting

HMIS User Agreement Timeframe

- How much time should the User Agreement cover?



HMIS Inclusion/Exclusion Policy

- Inclusion Guidelines
- Exclusion Guidelines
- Criteria Document Needs to finalized.

Update on Previous Items

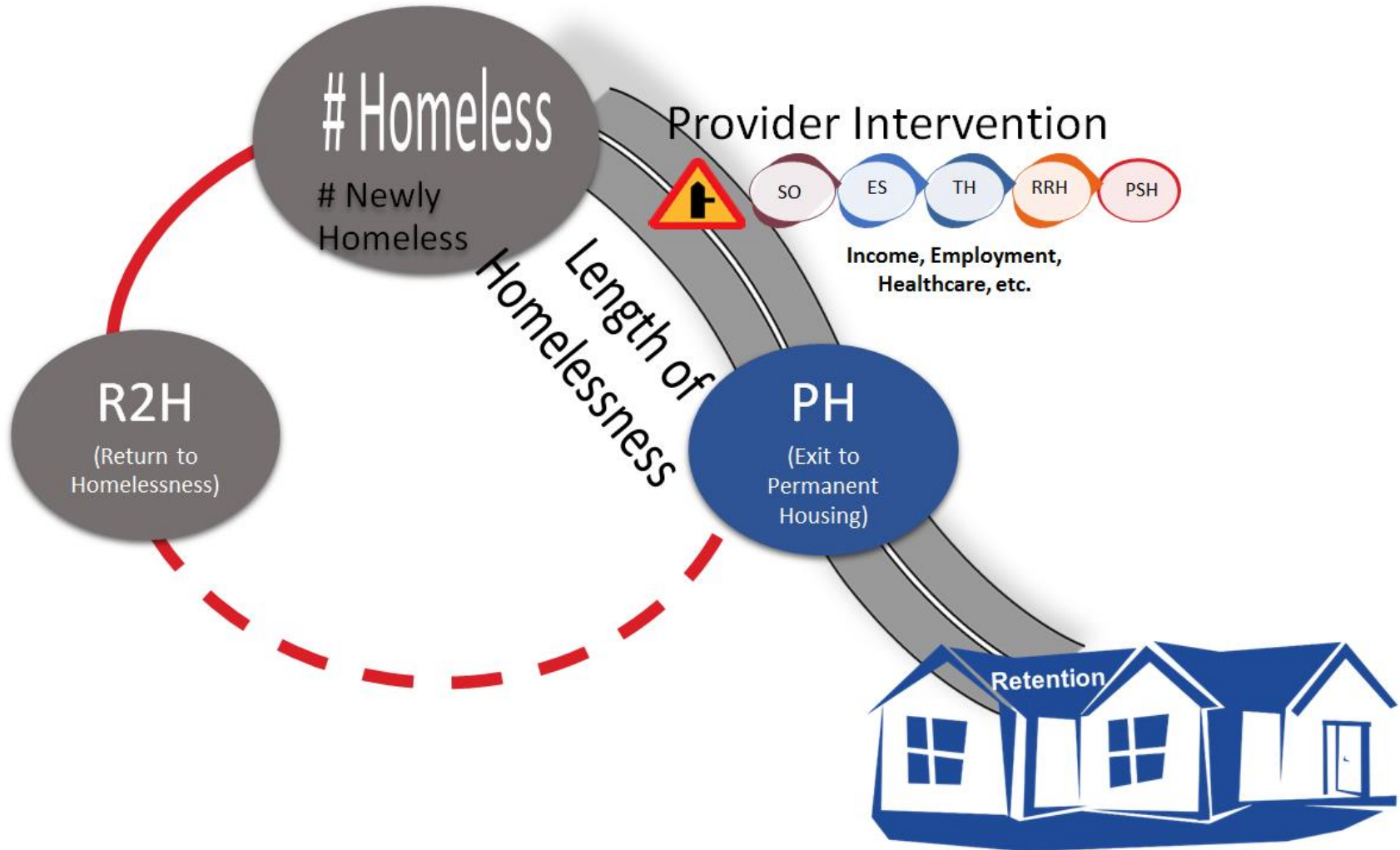
- HMIS Agency Liaisons status
- [2020 HMIS Data Standards](#)
 - 2020 HUD HMIS Data Update Webinar
 - **December 5th, 2019 from 10:30a - 11:30a**
- HMIS User Subscriptions

Official HUD Reports

Recently Submitted Reports:

- HDX HMIS Report for NOFA and other reports (i.e., [Racial Disparities](#) - for FY17-18)
- [Longitudinal System Analysis \(LSA\)](#)
 - Introducing "[Stella](#)"
- [System Performance Measures \(SysPM\)](#)
- [Point-In-Time \(PIT\)](#)
- [Housing Inventory Count \(HIC\)](#)

No one measure by itself tells the whole story!



HMIS Training & Support

Regular Monthly Training Opportunities

See current dates at hmiscfl.org/training

- New User Training
- Refresher Training
- Agency Liaison Training
- Reporting Training
 - Data Quality & Performance
- Other topics
 - New LMS Courses Avail! - HUD UDEs/DQ
 - Upcoming Courses - Reporting series

HMIS Software Review

Next steps:

- **Create Ad-hoc committee?**
- **Authorize staff to select Top 3 options**
- **Schedule Demos**
- **Schedule Software Reviews for CoC Meeting**

Questions or New Topics and Issues

Discuss changing the day of the week, conflicts with HMIS Training.

Next meeting date??:

Monday, January 20, 2019

1:30 pm to 3:00 pm

HSN HMIS Team

Agustin “Tino” Paz

HMIS Operations
Manager

Angel Jones

HMIS Partner Success
Manager

Brittney Behr

HMIS Data Analyst

Chuck Vroman

HMIS System Success
Specialist

Racquel McGlashen

HMIS Partner Success
Specialist

HMIS Advisory Committee Minutes, 11/19/2019

Tino discussed membership/makeup of the committee.

Committee roles/positions: Chair, co-chair, scribe/secretary

HMIS user agreement discussion: Increase frequency of how often users should be renewed. Recommendation of renewing annually. Request to tie it to HMIS login.

Request to join HMIS, discussion about how to join. Team showed inclusion/exclusion guidelines to attendees.

HMIS Liaison: Going well, working on completing training for all agencies

HMIS Data Standards: Announced date

HMIS User Subscriptions: Update on payments, a few have not been invoiced yet.

Review Training & Support: Refresher training (should be required, Tino did not mention this)

HMIS Software Review discussion: Angel discussed the current review items, including HUD recommendations to NOT change providers at this time. Angel to send out invitations (via Doodle) to members to demo software products.

Next Meeting Date: Open, since next date would be MLK day. Tino to use Doodle to set next date.

Angel's Notes

Nominate Officers Today for Chair & Co-Chair

Inclusion/Exclusion Document needs update and vetting - Will update members as internal team makes changes.

Agency Liaison - Need all accounted for by the end of 2019

Reports - Annual Reporting Calendar needs to be made available

Software - RFP visibility on website update