# Meeting Minutes - HMIS Advisory Committee

Meeting Notes-03/08/2022

## Attendees:

1. Chuck Vroman
2. Angel Jones
3. Agustin Paz
4. Brittney Behr
5. Ashley Brozenske
6. Tyler Claitt
7. Raquel McGlashen
8. Karen Pupo
9. Lilith Mong Williams
10. Tatiana Thomas
11. Joshua Weidenhamer
12. Jaye Silvagnoli
13. Latoya Sheffield
14. Brad Sefter
15. Mehek Mirchandani
16. Taylor Thomas
17. Norris Henderson
18. Nelixsa Colon
19. Wyatt Haro
20. Michael Kepner
21. Bill
22. Zoran Ilievski
23. Oscar
24. Robin Daily
25. Aleika Arboleda
26. Geline Lagrace
27. Phil McCormick
28. Danielle Landal
29. Roxanne Beardmore
30.

- **HMIS Advisory Committee Purpose**
  - "Oversee the CoC's implementation of HMIS, what we do with the data and how we use it."
  - Wyatt reminded attendees about our purpose.
- **HMIS Advisory Committee Mission Statement**
  - Our mission is to effectively use data, which includes inputs from those in need of services, those providing services, and from members of the community, to eliminate homelessness in Central Florida.
  - Wyatt reminded attendees about our mission statement.
- **Nomination for Official Vice Chair**
  - Wyatt asked for nominations.
- **Nomination for Official Committee Members**
  - Wyatt asked for nominations and explained roles of outstanding positions.
  - Wyatt described the nomination process.
- **Committee Charter**
  - Charter adopted 01/31/2022.
  - Charter posted to HMIS website.
  - Charter has been sent to Board for approval.
- **Transition Updates**
  - Brittney gave update on current projects underway in the new ClientTrack software.
  - Brittney described training process underway with Eccovia (HMIS vendor)
  - Brittney provided information about how to help us with our data quality prior to moving client data into the new system.
- **System Performance Measures**
  - Britteny gave an overview of SPM requirements, as about how our entire system is performing.
  - Brittney described each of the six metrics and our results as submitted to HUD, using year to year comparisons.
- **Gaither Dashboard Demos**
  - Ashley gave an update regarding the CoC summary dashboard, describing how to read/review the dashboard using the tool tips (hovering over a measure).
  - https://www.hmiscfl.org/continuum-of-care-fl-507-summary-dashboard/
  - This data is posted publicly and can be viewed by anyone.
- **Workgroup Updates**

- ○ Ashley described our data quality workgroup.
- ○ New group formed and meets on the third Wednesday of the month.
- ○ Ashley described what is discussed each month and the data for the previous month.
- ○ Ashley described reporting grade improvements from October 2021 until January 2022.
- ○ Next meeting, 3/16/2022 11am - noon.
- ○ Wyatt reminded the group that there are two other workgroups. Angel/Chuck will be running these workgroups.

- ● **HMIS Training & Support**

  - ○ Racquel described how improving data quality will migrate into ClientTrack.
  - ○ Racquel shared link to site to setup a data quality monitoring meeting.
  - ○ [https://calendly.com/hmisfl507/hmis-dq-monitor](https://calendly.com/hmisfl507/hmis-dq-monitor).
  - ○ Training schedule has been changed back to twice per month (1st & 3rd Tuesday).
  - ○ Refresher training is now by request only.
  - ○ Help sessions are still available on Monday & Wednesdays from 1pm to 2pm.

- ● **Q & A**

  - ○ Mehek: Will the meeting in May be online? Yes, per Wyatt.
  - ○ Next meeting: May 10, 2022.

**Meeting adjourned: 11:44 am**