

Meeting Minutes - HMIS Advisory Committee

Meeting Notes-07/12/2022

Attendees:

1. Chuck Vroman
2. Angel Jones
3. Agustin Paz
4. Brittney Behr
5. Tyler Claitt
6. Racquel MCGlashen
7. Wyatt Haro
8. Donna Robinson
9. Carol Ishii
10. Danny Arroyo
11. Bill
12. Merchador
13. Kenya Loud
14. Zoom User
15. David Maisch
16. Amanda Pfeiffer
17. Bruce - Step Up
18. K Pupo
19. Danielle
20. Norris Henderson
21. Jaye Silvagnoli
22. Thomas Onoyan
23. Zoran Ilevski
24. Richama Joseph
25. Roxanne Beardmore
26. Christina
27. Brian Postlewait
28. Ebony Tanner-Powell
29. Jill Poffenbaugh
30. Albie Q.
31. Geline Lagrace
- 32.

- **HMIS Advisory Committee Purpose**
 - “Oversee the CoC’s implementation of HMIS, what we do with the data and how we use it.”
 - Wyatt reviewed this with everyone.
- **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 reviewed this with everyone.
- **Nomination for Official Committee Members**
 - Wyatt asked for volunteers for nominations.
- **HMIS Training & Support**
 - Data quality monitors to be started again soon.
 - Rocky updated everyone that ClientTrack training is still available.
 - About 50 folks are not trained yet. Donna Asked for list on not trained users.
 - Regular training schedule has resumed, refresher training also available.
 - New users have to be submitted by agency liaison.
 - Advise HMIS when a user leaves your agency.
- **Workgroup Updates**
 - Chuck provided an update. One question about the Privacy Poster document update - Spanish and English versions are available.
- **Transition Topics**
 - Brittney described current issues seen with transition.
 - Some records are yet to be imported.
 - Case notes should all be available.
 - Data cleanup issues still be worked on such as move-in date errors, household information, etc.
 - Referrals and Coordinated Entry are not yet implemented. Work on setup is ongoing, with progress being made using the standard ClientTrack Coordinate Entry tool.
 - Training will be needed at agencies for these entries.
 - Comment from Brian: Historic opportunity to make improvements in Coordinated Entry. More effective system will help our clients.
 - Angel provided an update on ticket counts due to new system.

- **Reports Training Update**
 - **Dates provided for upcoming sessions.**
 - **Angel shared a link to training sessions.**
- **Additional Needs**
 - **Workflow & system documentation.**
 - **Workflow changes may be needed.**
- **Feedback Requests from Attendees**
 - **Comment from Wyatt about bulletin board/global news on your home workspace.**
 - **Comment from Wyatt: Transition will benefit in the long run, better service for our clients.**
 - **No other comments submitted today.**
- **Training Survey**
 - **Anonymous survey, 5 minutes to complete.**
 - **We would appreciate your feedback.**
- **Angel expressed thanks for community patience and support as we work thru system issues.**

- **Q & A**

- **No additional questions or comments.**
- **Next meeting: September 13th, 2022.**

Meeting adjourned: