

Meeting Minutes - HMIS Advisory Committee

Meeting Notes-05/09/2023

Attendees:

1. Chuck Vroman
2. Brittney Behr
3. Ashley Brozenske
4. Angel Jones
5. Tyler Claitt
6. Racquel McGlashen
7. Tino Paz
8. Wyatt Haro
9. Dr. Andrew Sullivan
10. Pamela Ford
11. Aja Hunter
12. Amanda Pfeiffer
13. Andrea Chirinos
14. Bella Lu
15. Danielle Landaal
16. Doug Little
17. Cassandra Lucas
18. Michael Spivey
19. Nicole Preston
20. Norris Henderson
21. Raymond Luther
22. Sara Santiago
23. Shuang Lu (UCF)
24. Tamela Mitchell
25. Kelly Kritikos
26. Jennifer Ortiz
27. Jill Poffenbaugh
28. Brad Seftor (HCCH)
29. Donovan
30. Jaye Silvagnoli
31. Mia DeFranco
32. Shantel Graves
33. Jennifer Rivera
34. Jose Colon
35. Kyra Lynch
36. Xavian Deniz
37. Don Pendleton
38. Valerie Perez
39. Richarma
40. Denise Major

- **Committee Roll Call**

- **Minutes from March 14, 2023**
 - Waytt asked for a roll call vote. Danielle, Brittney and Wyatt approved.
- **Agenda for May 9, 2023**
 - Not discussed.

- **HMIS Team Reports**

- **YHDP Updates - Special Guest Aja Hunter**
 - Aja gave an update of the YHDP project, including introducing the Youth Action Society. Two members have internships with HSN for 3 months. YHDP looks like separate resources in many communities, while our goal is to collaborate with all providers and work together to share all of our resources. YHDP is proposing 8 projects for implementation. Aja reviewed some of the guiding principles of the YHDP program and defined supportive services needed to participate with this program. Aja described funded staff positions that will become available. Aja gave a call to action regarding how agencies can support the homelessness workgroup and how to apply for funding.
 - Question (Tamela): Which group is for adults? Response: Workgroup is for agencies, YAS is for youth members.
 - Question (Raymond): Will CM and BH services to Youth not wanting shelter? Maybe some BH, based on housing opportunities. CM services are not used until after youth are housed.
- **Pathways of Youth - Special Guest Dr. Andrew Sullivan**
 - Dr. Sullivan introduced his team and their research project into youth homelessness. He described why his team is focusing on

youth homelessness, including studying the paths through our system. They are looking at reasons why youth move to different shelters and comparing their reasons for changing shelters or continuing with just one shelter.

- Shuang Lu described their tool called Photovoice. This is one method to gather direct youth data.
- Dr. Sullivan described partnerships toward supporting this research, including classes at UCF they teach regarding homelessness topics.
 - Question: (Raymond) Is your study focused only downtown Orlando? Response: No, entire CoC.
 - Question: (Brad) Are you working with Zebra and Covenant House? Response: Not yet, will reach out to them.
 - Question: (Tamela) - Once a path is identified, how can we get involved? Response: We will present to the group with more information as it evolves.

○ **PIT/HIC Submission**

- Brittney mentioned that our HUD reporting season is now complete since PIT/HIC submitted on 4/28/2023.
- Brittney describes our website locations for our PIT/HIC data.
- Brittney described totals counts for PIT and unsheltered homelessness increase. She also described some race distribution info about our PIT, collected in Orange County. A new age bracket breakdown was collected this year, Brittney described the information.
- Brittney described the HIC (counts of beds) for our community.

- **Question: What does OPH Mean? “Other Permanent Housing”, not PSH or RRH.**
- **County of Homelessness - Proposal**
 - **Angel described our plan to move this question into the enrollment so that each enrollment has the field collected. This will become a required question and applies only to the head of household.**
 - **Question (Jaye): Can the County of Homelessness include City of Orlando as an option since there are grants tied to the data breakdown? Response: We will look into how Orlando data can be reported, maybe using zip code.**
 - **Question (Kelly): Quick question: When I enroll a person into Clienttrack a day after they came to receive services to our organization and they are homeless, it automatically puts in the day that I enroll the person not the day they received services. How do I fix that? Response: Send in ticket to HelpDesk.**
- **Data Standards Update**
 - **Brittney described HUD defined data fields that will change (or be added or removed) on October 1, 2023. She provided an overview of the changes, one item at a time.**
 - **Question (Mia DeFranco): Will we be able to separate that information for reporting? Response: We don't know exactly yet.**
 - **Question (Raymond): Why Sexual Orientation Matters? Response: HUD may be looking to see what data can be gathered.**

- **Referrals Discussion**

- **Brittney asked for feedback from attendees regarding referrals.**

- **Question (Brad): Closed system better at the beginning. Reports needed. Response: Emails notify when a referral sent. There is no automated response system.**
 - **Question (Tamela): Is this available now? Response: No, not yet. We need to find out how to build them correctly.**
 - **Comment: Wyatt suggested we think hard about this and we should talk through options and communicate to everyone. This should be a topic at the next Advisory committee meeting.**
 - **Several attendees commented in chat that we should use a closed system.**
 - **Question (Nicole): Do we have a listing of what services can be offered to our PPs by other agencies? Response: Not at this time, will be part of discussion**

- **Advisory Committee Structure - Upcoming Elections**

- **All committee members, except Brittney (appointed), can serve unlimited terms. Officers can serve two consecutive terms. Nominations in July, nominations in August, and elections at the September meeting.**

- **Questions: None.**

- **HSN University Training**

- **Rocky described updates to using more virtual, self-guided training for HMIS 101. We still offer twice monthly live classes.**
 - **We are working on HMIS 102 courses. First course will be for SSVF. Street outreach and PATH will be next.**

- Rocky reviewed currently available and scheduled classes and our office hours sessions.
- All training requests must come through the agency liaisons.
- Quarter 2 DQMs are in progress. Scorecards have been sent out to all agencies.
- DQMs will focus on projects requiring more help to improve data quality.
- Ashley described changes previously made to the DQ plan.
- Breakout Rooms Discussion - Topic recommendations, concerns, etc.
 - Skipped this month due to time constraints. This will be re-scheduled for the July meeting.
- COMMITTEE VOTES
 - County of Homeless
 - Wyatt brought a proposal to vote. Brad approved, Danielle approved, Brittney approved, and Wyatt approved.
- Next meeting: July 11th, 2023

Meeting adjourned: 11:59 am by Wyatt