

# HMIS Committee Meeting

**October 6<sup>th</sup>, 2021 – 11:00am – 12:00pm Eastern Time**

**Attendees:** Eric Layton (BBCoC), Jim McShane (CareerSource), Broderick Seabrooks (BBCoC), Mandy Bianchi (Ability 1<sup>st</sup>), Jackie Fortmann (Ability 1<sup>st</sup>), Ashlee Barbel (Apalachee), Tracie Simmons (Catholic Charities), Kim Ladner (CESC), Chloe Bare (CESC), Vicki Butler (CESC), Jeanne Freeman (Neighborhood Medical Center), Melissa Bourcier (BBHC), Marie Vandenberg (BBHC), Jeannine Fier (City of Tallahassee),

## **1. Welcome and Introductions**

- Jim McShane called the meeting to order at 11:02 am

## **2. Recap: Open Data Visibility Model**

- **Eric Layton** provided a recap on the open data visibility model, unanimously approved by vote in the August 2021 HMIS Committee meeting. All HMIS-participating programs (with the exception of youth-exclusive projects, mental health projects and domestic violence projects) have had their HMIS visibility settings opened to allow sharing of entries/exits, services provided and client demographics with other agencies. This change will allow better communication and inter-agency referrals and prevent duplication of entries and services.

## **3. Recap: FY2022 HUD Data Standards Updates**

- **Eric** updated the committee on HUD Data Standards updates made to all HMIS systems on October 1<sup>st</sup>, 2021. These updates change the language used for client race, ethnicity, and gender, in order to be better representative of client self-identity. Changes were also made to program-specific data elements such as “Moving On Assistance” for HUD-CoC PSH programs, as well as changes to the language of mental health disorders.

#### **4. Update: HMIS Data Quality Plan**

- **Broderick Seabrooks** provided updates on the newly-updated HMIS Data Quality Plan, implemented in September 2021. Under this new program, agencies receive a monthly report containing all data quality errors for their agency, and are given 2 weeks to make all necessary corrections. This plan will, in turn, greatly reduce the errors on all annual HUD reports such as the LSA (Longitudinal Systems Analysis) and SPM (System Performance Measures).

#### **5. Report: BBCoC HMIS Helpdesk – 1 year in**

- **Eric** gave a quick presentation on statistics from the BBCoC HMIS Helpdesk, which was implemented 1 year ago. As of October 1<sup>st</sup>, 7 partner agencies have been supported with a total of 96 active users; 356 tickets have been created since September 2020; and all tickets were handled with an average 20 minute resolution time.

#### **6. Community Partner HMIS Concerns and Comments**

- No community partner HMIS or data concerns/comments were raised during this meeting.

#### **7. Adjourn**

- **Jim McShane** adjourned the meeting at 11:56 am.

*Next HMIS Committee Meeting is scheduled for Wednesday, December 8<sup>th</sup> - 10-11am*