SJCoC Data and HMIS Committee

Minutes

May 28, 2019

Location: 2431 W. March Lane #350

Start time: 1:00 p.m.

Present: Natascha Garcia, Leslie Sena, Jon Mendelson, Bill Mendelson Absent: Don Aguillard, Greg Diederich, Renee Garcia, Adam Cheshire

Revision of draft HMIS Policies and Procedures manual

Since the April 30th meeting the Committee has been provided with additional revisions based on input from the HUD TA team, particularly related to privacy policies and the relationship with Coordinated Entry. All appendices have been revised in accordance with comments and reviewed by the Committee. As part of the general discussion, Jon suggested that the policies include a statement indicating that minor changes to the policies necessary to conform to HUD regulations of SJCoC needs could be made at any time. With the inclusion of Jon’s suggestion the Committee unanimously agreed to submit the draft to the Board for approval. (J. Mendelson, N. Garcia)

Future Committee tasks/responsibilities

There was a review of the list of future tasks to be considered for prioritization by the Committee. Bill pointed out that the item relate to unsheltered point in time counts was added as a result of Board action. There was discussion around the idea of using HMIS as an alternative. The HMIS contract with Bitfocus ends June 30, 2019; the proposed renewal contact had been shared prior to the meeting with the Committee. The renewal is for a three year period under the same terms and condition and fee structure as the existing contract. A question was asked if the existing contract allows access to all features of the Bitfocus platform, which it does. The Committee unanimously agreed to submit the renewal to the Board for review. (J. Mendelson, N. Garcia)

In establishing priorities, the Committee agreed that the next two elements should involve the budget and Data Quality Plan.

Adjourned: 12:45 p.m.