

**HMIS Oversight Committee**  
**Wednesday October 17, 2018**

Present:

**1. Welcome and Introductions**

- Ice Breaker:

**2. Committee Business**

- Next Meeting: Wednesday November 21, 9-11AM at EveryOne Home (101 Callan, Suite 230)

**3. Clarity Conversion Update**

- Update: Patrick
  - Contact information customization and migration is in progress
  - Move In date migration is in progress
  - Services: currently have 1 million services records, service types need to be simplified
  - Case note migration will take place in tandem with services migration
  - Attendance module configuration (October or November)
  - Document upload/document readiness build out- SCC reviewed a template, comment period
  - Define eligibility criteria and determine responsibility for eligibility data management
  - Develop matching rules in Clarity—matcher workgroup and system coordination committee

**4. Update on licensing and training**

**Licensing**

Presentation on Current License Levels in Alameda County (Trevor)

- Enterprise License: 238 of 330 assigned as of 10/12 (72%)
- Agency Manager with Looker: 31 of 50 assigned as of 10/8 (62%)
- System Admin: 6 of 6 assigned as of 10/8

**Training**

- Thursday November 8th HMIS Privacy and Security Training (HCD)
- Thursday November 8th Clarity New User Training (HCD)
- Thursday October 25 HMIS User Group Meeting (HCD)
- November 1<sup>st</sup>: Agency Manager/Looker Training (HCD)
- November 5<sup>th</sup>: Coordinated Entry Training (EveryOne Home)
- TBD Webinar: Contact Information (EveryOne Home and HCD)

**5. New Agency Onboarding**

- Update on Agencies being onboarded and status

**6. HMIS Team workplan**

**7. Next Steps**

- October and November meetings will focus on HMIS Team workplan
  - i. HMIS Team 2019 workplan should include development of Agency Manager role/function
- October: HMIS Oversight Committee recommendation to CoC Board to quickly expand the # of licenses

<b>HMIS Oversight Committee Roster</b>		
<b>Seat</b>	<b>Name</b>	<b>Organization</b>
Staff	Jessica Shimmin	EveryOne Home
Staff	Patrick Crosby	HCD- HMIS Lead
Staff	Trevor Mells	HCD- HMIS Lead
HUD COC Committee	Andrew Wicker	City of Berkeley
HUD COC Committee	Lara Tannenbaum	City of Oakland
Consumer		
Technical/DQ Staff	Mike Keller	EOCP
Technical/DQ Staff	Juliana Juarez	Abode
End User/Data Entry	Camille Mariategue	BFHP/APC
End User/Data Entry	Melissa Sutton-Dement	BACS
System Coordination and BNL	Julie Leadbetter	EveryOne Home
RBA or SC Committee		
HCSA/AC3	Robert Ratner	HCSA
HCSA/AC3	Teddie Pierce	HCSA

#### **HMIS Team Members and Roles**

- Patrick Crosby: Team Lead, participates in planning meetings, conducts training and user meetings, data migration, system design
- Trevor Mells: participates in planning meetings, report development, user training, data migration
- John Noe: privacy and security training, working on updating forms and revamping the website
- Andy Duong: privacy and security training, work requests, ticketing system, user liaison

Name of Agency	HMIS Point Person	Contact Personnel	Agency information/address	Meets baseline criteria?	MOU Sent	MOU Returned	Site Visit	Status
ROOTS	Trevor	Noha Aboelata, MD - drnoha@rootsclinic.org	9925 International Blvd, Oakland, CA 94603	Yes	8/29/2018	9/11/2018	9/25/2018	Working on checklist, Oct training
Anthem Blue Cross - CA Medicaid Health Plan	John	Ané Watts - ane.watts@anthem.com	n/a	No, needs further review				
Dorothy Day House	Andy	Jennifer Vasquez - JVasquez@cityofberkeley.info	2180 Milvia Street, 2nd Floor Berkeley, CA 94704 510.981-5431	Yes	9/20/2018			Waiting on Jenn to reply after talks with DDH
APEB Oakland	Patrick	Shirley M. Gainey - sgainey@apeb.org	1322 Webster Street Oakland, CA 94612	Not clear, waiting on clarification from APEB				
Shelter, Inc.	Trevor	Trudie Giordano - trudie.giordano@shelterinc.org	1333 Willow Pass Rd., Suite 206 Concord, CA 94520 925.957.7573	Yes	9/17/2018	9/26/2018	10/11/2018	waiting on Priv Notice
Men Of Valor Academy	Patrick	Pastor Jerald K. Simpkins - jksimpkins1@gmail.com	6118 International Blvd, Oakland, CA 94621 (510) 567-1308	Yes				
Center Point Inc.	Andy	Wendy Fox - Rankin - wfox@cpinc.org	Alameda Day Reporting Center 3333 Telegraph Avenue Oakland CA 94609 (510) 496-5140	Not clear, waiting on clarification from agency				Waiting on EveryOne Home to approve
Downtown Streets Team	John	Julia Lang - Julia@streetsteam.org Jade Milburn - jade@streetsteam.org	22537 Main Street Hayward, CA 94541	Yes				
VA	Patrick	Caitlin Pugh/ Anna Berg / Masaki Hirayama		Yes, participate in the HMIS or use for lookup?				
Tri-City Health	John	Andrew Navarro		No, needs further review				
Bananas (OD)	Patrick			Not clear, waiting on clarification				

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SSA	John	Andrea Ford		Not clear, waiting on clarification				
Housing Consortium of the East Bay	Andy	Jacee Santos - jsantos@hceb.org	Housing Consortium of the East Bay, Main Office 410 7th street #203 Oakland CA 94607	Yes	9/19/2018	9/25/2018		MOU sent to Elaine for signature