

HMIS Oversight Workplan 2019					
<i>What</i>	<i>Q1 Status</i>	<i>Q2 Status</i>	<i>Q3 Status</i>	<i>Q4 Status</i>	<i>Complete</i>
Coordinated Entry					
Evaluate whether CE Structure is meeting system and community needs: these goals are outlined in the 2019 HMIS Team Workplan	Discuss with Bitfocus, interviews with HUD TA				
Based on the evaluation, determine how to make HMIS work better for CES operations and reporting	HUD TA recommendations				
HMIS Lead					
Track progress on HMIS Lead's 2019 workplan					
Conduct performance review using 2019 workplan					
Develop performance review process					
Review HMIS Team QI plan and recommend to HUD CoC					
Review and recommend approval by HUD CoC of HMIS Lead's 2020 work plan					
Policies and Procedures					
Privacy and Security policy review and revision (electronic signatures, etc)					
Solicit user and funder input on Clarity structure/features through working groups	Working groups: document upload, services options				
Based on user input, provide oversight on the development of Clarity development	HMIS Lead's 2019 workplan, document upload, services options				
Training and Communication					
Review HMIS Lead's recommendation for defining and operationalizing the agency manager role to better support users					
Advocate for resources to support HMIS Lead's training plan	Recommendation to CoC in draft form				
Help HMIS Team develop a standard communication plan	See HMIS Team 2018 workplan				
HMIS Expansion and Data Sharing					
User license allocation policy	Developed 10/2018, Submitted to HMIS Lead 12/2018, 2/2019				
Review new agency on boarding policy and procedure	9/2018, Documentation of new agency onboarding appears in monthly meeting packet				
Learn about data sharing initiatives (SHIE, SSA)					
Review and update data sharing guides and policies					

