



HMIS Oversight Committee Notes
Wednesday May 13, 2020
[Link to Virtual Meeting](#)

- 1. Welcome** **9:00-9:05AM**
 - Next Meeting on Wednesday June 10th from 9-11

Attendees: Juliana Juarez, Patrick Crosby, Andrew Wicker, Ja’Nai Aubry, Mike Keller, Nic Ming, Suzanne Warner, and Alexis Lozano.
- 2. HMIS Oversight Public Comment** **9:05-9:15 AM**
 - No public comment
- 3. Agency Onboarding Update** **9:15-9:35 AM**
 - Patrick reviewed the updated onboarding queue.
- 4. HMIS Training and Privacy Update** **9:35-10:25 AM**
 - Training update: Agencies have been notified that trainings are currently on hold, including those agencies awaiting onboarding. Since then, staff has developed achmis.org for HMIS training and resources. The site has lets participants self-register with a test at the end. The committee will review the site and provide feedback so the site can be launched. At another meeting the committee can discuss having the CE training also on the site. In order to host the CE training on the achmis.org website, the approval process for CE Agency Access would need to be addressed by a clear procedure. Patrick will do a demo of the site including the Privacy & Security and HMIS Software trainings on Friday 5/15 at 10 am.
 - Census Update to Privacy Policy: Before the COVID-19 pandemic, the Census bureau wanted a list of shelters to count participants in shelters. As a result, they are now requesting PII of shelter participants. However, HUD has said that the Census Bureau does not need PII. HMIS staff is proposing a modification to the privacy policy to accommodate data sharing with the Census Bureau. Given the sensitivity of the data, and the inability to create anonymous clients in HMIS, the group wants to discuss further and bring the item back to the Friday work group on 5/22. The committee could invite the county census lead if needed.
- 5. Data Quality Plan Update** **10:25-10:40 AM**
 - HMIS Staff has been making data quality a part of user group meetings. So far, over 60% of agencies have assigned an agency liason.
- 6. HMIS ROI** **10:40-11:00 AM**
 - The committee discussed the possibility of moving towards digital/electronic signatures. This item will be brought back to the 5/22 work group. In the meantime, Patrick will reach out to BitFocus and ask about the ability for Clarity to do e-signatures, along with their guidance on potential privacy and/or legitimacy concerns related to implementing them. The committee will

also seek guidance from ICF or HUD and research how other communities are handling this issue.

7. Future Topics:

- BitFocus: HCD is working on a scope of work for Phase 2 work with BitFocus. Suzanne will send to the next version to the committee.
- Data sharing: updating draft policy with language from November meeting
- Review the current MOU and plan/strategize to revise that document
- Agencies (e.g. BACS) are requesting way to synchronize data across databases to reduce double data entry. This also promises to improve timeliness and consistency.
- HMIS Lead Monitoring
- HMIS Lead workplan
- Agency onboarding materials
- Policy issues related to bringing on more PSH providers