



HMIS Oversight Committee Notes

Wednesday June 10, 2020

[Link to Virtual Meeting](#)

- 1. Welcome** **9:00-9:05AM**
Jessie Shimmin, Mike Keller, Andrew Wicker, Laurie Flores, Nic Ming, Patrick Crosby, and Alexis Lozano.
- 2. HMIS Oversight Public Comment** **9:05-9:15 AM**
 - No public comment.
- 3. HMIS Online Training Update** **9:15-9:25 AM**
 - Online training is going well, so far 41 people are in process of completing or have completed the course.
- 4. HMIS ROI Update** **9:25-9:45AM**
 - Per the email forwarded by Jessie from HUD TA, HUD doesn't mandate how we collect consent. And they provided some guidance around setting a policy. It is possible to collect the signatures electronically in Clarity however legal guidance is needed on what is possible. It will depend on California and federal law and what qualifies on an electronic signature. To move forward Patrick will ask other California communities how they are deploying, including if audio consent is possible. Alexis and Patrick can also review the recent CA legislation on this and make changes to ROI to send to county counsel.
- 5. HMIS Governance and Monitoring** **9:45-10:15AM**
 - The committee reviewed the proposed governance/monitoring plan and discussed how it will be helpful for identifying 2021 work plan activities for HMIS Lead and Committee. The committee will bring back completing the governance at the August meeting, including clarification on proxies, voting on minutes, roster terms, etc. The committee will also shift to building a work plan around the HUD year (October 1-September 30). At the August meeting, the committee will also adopt the monitoring tool to get started on the first round on monitoring.
- 6. Onboarding Criteria and HMIS Access** **10:15-10:35AM**
 - The CoC would like to have closer coordination with the VA, particularly around VASH. Currently, VA staff are prohibited from entering data into HMIS. The committee discussed creating a criterion for funders, or agencies that control resources, like the VA. There is currently read only access, but it does not provide much information since users need access to edit mode to view a client record. As a result, the committee agreed that it makes sense to move forward with creating that type of onboarding criteria. However there should be clear control guidelines including the number of licenses for each organization, and how the organizations contribute the housing crisis response system.

- Jessie and Patrick will confirm the status of the signed MOU with the VA.
- The topic of read-only access can be brought back in the future.

7. 2020 Work Plan and Committee Recruitment **10:35-10:55AM**

- Historically EveryOne Home has maintained the work plan. In the past year and a half we were working with HUD TA and implementing HUD requirements so some of the activities shifted. Going forward, the committee needs to determine how often it gets reviewed and updated.
- The committee will review a draft work plan with a governance section in August that will be on the HUD year. HMIS team can also generate a complementary work plan.

8. Next Steps with BitFocus **10:55-11:00AM**

- The committee recommended that they continue the work groups.