



Homeless Management Information System (HMIS) Oversight Committee

Meeting Notes

February 10, 2021

Meetings are public. Homeless and formerly homeless Alameda County residents are encouraged to attend. Public Comment will be taken at the beginning of each meeting and is limited to 2 minutes per person. [Click here to learn more about the public participation policy.](#)

The regular meeting of the HMIS Oversight Committee was called to order at 9:03 a.m. on January 13, 2021 on Zoom by Mike Keller.

Present: Patrick Crosby (HMIS Lead), Jessica Shimmin (EveryOne Home), Mike Keller, HMIS Oversight Committee Chair (East Oakland Community Project), Margaret Alfaro (Abode Services), Alexis Lozano (EveryOne Home), Martha Elias (Health Care Services Agency), Suzanne Warner (Health Care Services Agency), Jonathan Russell (Bay Area Community Services), Tunisia Owens (Continuum of Care Committee and Family Violence Law Center) Nic Ming (City of Oakland), John Noe (HMIS Lead), and Riley Wilkerson (Housing and Community Development Dept.)

Absent: Laurie Flores (City of Fremont) and Josh Jacobs (City of Berkeley)

Guests: Dusty Olson (Abt Associates)

The committee reached a quorum so it can vote on items at this meeting.

1. Welcome

- The HMIS Lead is still in the process of hiring for the temporary position. To date, four people have been offered the position, but the offers have been either not accepted or accepted and then resigned. Currently, the HMIS team is unable to keep up with the workload. At an upcoming meeting, this group can discuss a hiring strategy if there is still an issue.

2. HMIS Oversight Public Comment

- No public comment.

3. Coordinated Entry System (CES) 2.0 Update

4. Kick-off meetings to rollout the changes are in progress. The team is developing a work plan for what new CES looks like and what the changes mean for HMIS. Included in the work plan is a plan for communications with cities and providers. The current plan has April reserved for training and onboarding.



5. COVID-19 Vaccine Tracking in HMIS

- The HMIS Team reached out to BitFocus about tracking vaccines in HMIS. Currently Bitfocus does not have an off the shelf way supporting tracking vaccine distribution.
- Dusty Olson with Abt Associates gave a presentation outlining different ways HMIS can be used to track vaccinations, the potential benefits, and key considerations before moving forward. [A copy of the presentation is here.](#) HMIS can be used minimally to flag for a public health appointment or there could be a more robust assessment. If vaccinations are happening in shelters, tracking in HMIS builds upon existing data infrastructure. HUD has just released objectives for vaccine distribution, including the expectation that vaccine distribution to the homeless population should be racially equitable and initial data in Alameda County and Oakland shows racial inequities for the other targeted populations. HMIS is a tool to track progress to meet HUD's objective. As long as HMIS's privacy standards are compliant, communities can use HMIS for these purposes. Tracking vaccination in HMIS is not a violation of HIPAA rules.
- The committee discussed looking into vaccine distribution plans for the homeless population to determine if it makes sense to use HMIS. If homeless providers are not involved in the logistics, then maybe using the Community Health Record is an alternative. Abode Services already has vaccine distribution tracking in process to Margaret A. will confer with their team on their system and what would be useful.
- **Next steps:** Reach out to Alameda County Public Health Department and the Office of Homeless Care and Coordination to discuss rollout. Reach out to providers to ask if tracking in HMIS would be useful for staff.

6. Data Quality Plan

- Progress has been made on the Data Quality Plan since it was approved last year by the HMIS Oversight Committee. The HMIS Lead has been holding meetings monthly and made it clear that Agency Liaisons are required to attend. Agency Liaisons have been identified for about 75% of agencies and attendance has been at about 50%.
- Other parts of the Data Quality Plan have been impacted by the COVID-19 pandemic.
- **Next Steps:** HMIS Lead will update the notes and timeline column to note areas where there has been progress and establish a current timeline. HMIS lead will share the list of agencies that have not been participating with the Committee. The HMIS Oversight Committee will review the plan again at the May meeting and John N. can point out pain points where the committee can problem solve.

7. Privacy and Security

- The policies developed by this committee are still under legal review. There are questions on how Community Health Record policies can be integrated.
- **Next Steps:** Consider having a community meeting to educate stakeholders about the Community Health Record and how it intersects with HMIS.

Submitted By: Alexis Lozano

Reviewed By: Jessica Shimmin