Homeless Management Information System
(HMIS) Oversight Committee

Meeting Notes

March 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 March 10, 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), Josh Jacobs (City of Berkeley)and Riley Wilkerson (Housing and Community Development Dept.)

Absent: Laurie Flores (City of Fremont)

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

1. **Welcome**
   - This will be Nic Ming's last HMIS Oversight meeting, the City of Oakland will work to find a replacement.

2. **HMIS Oversight Public Comment**
   - No public comment.

3. **Coordinated Entry System (CES) 2.0 Update**
   - The Alameda County Health Care Services Agency is restructuring contracts to reflect changes in Coordinated Entry. Coordinated Entry 2.0 will have new access points focused on housing problem solving and include flex funds. Additionally there will be 1,800 health, housing and integrated services (HHIS) slots that include housing navigation and tenancy sustaining services. Regional coordinators will do matching and manage By-Name List meetings for each region. The plan is for the first round of training, led by Kathie Barkow, to begin in April for access point providers and HHIS providers and street outreach. The HMIS portion of the training will be integrated. There

are some lingering determinations including how to match to crisis beds and how permanent supportive housing (PSH) database will be used.

- **Next Steps:** Jessie S. will share the project management with the HMIS Oversight Committee.

4. **Privacy and Security**
   - The policies developed by this body are still under legal review. The goal was to align counsel in Alameda County's Housing and Community Development Department (HCD) and Alameda County's Health Care Services Agency but HCD's counsel needs to look at it. The privacy practice that was adopted has us providing clients with a notice but no longer collecting consent (ROI). And then clients would have the option of signing Information Sharing Authorization (ISA) to share the Community Health Record (CHR) with HMIS. Some providers in HMIS are HIPAA (Health Insurance Portability and Accountability Act) covered entities, so confirmation is needed as to what level of consent they need to input client information in HMIS. HCSA counsel is recommending use ISA as the HMIS form but that would be a significant shift from what we are doing. Using the ISA would mean needing to collect the form annually.
   - The committee discussed the pros and cons of shifting to using the ISA for data integration. A singular process would be easier for some agencies, BACS is already moving towards a universal policy. For agencies that are already in the CHR, it has been helpful for data extraction, particularly getting documentation. If there were to be the integration, it would be useful to have a reporting tool in HMIS that tracks signatures and when they need to be renewed.
   Next Steps: Jennifer Martinez can do a presentation on the CHR presentation and staff can invite other committees and providers. Care connect has a fellowship of persons with lived experience that have familiarity of CHR so there is an opportunity to connect the work.

5. **Housing Inventory Count/Point-in-Time Count**—No update.
6. **Agency Liaison**—
   - The committee reviewed the list of agency liaisons. Participation at the required monthly Agency Liaison meetings is around 50%. The committee discussed strategies to incentivize participation, including adding to contract requirements.
   - The committee asked the HMIS Team to track agency participation to give a more specific sense of which agencies are and are not participating.
   - **Next steps:** The HMIS team will clean up the list and confirm emails. Jessie S. and Mike K. can send an email to liaisons to remind them of the upcoming 3/25 meeting. For now, efforts can be focused on low participation, then begin to take attendance and determine targeted outreach strategy for agencies that are not attending.

Submitted By: Alexis Lozano
Reviewed By: Jessica Shimmin