

**HMIS Committee
Draft Minutes
April 15th, 2026
9:00am-11:00am**

[Join Zoom Meeting](#)

Phone: 16699006833

Meeting ID: 834 6293 0177

Meetings are public. Alameda County residents with lived experience of homelessness are encouraged to attend. Public Comment will be taken at the beginning of each meeting and is limited to 2 minutes per person.

Helpful links:

- **Google drive folder** for the HMIS Committee:
<https://drive.google.com/drive/folders/1wQ38BndcxwyycXV49yH9yjr9bceWd5fW?usp=sharing>
- **Website page** (on EveryOne Home website) for the HMIS Committee:
<https://everyonehome.org/about/committees/hmis-committee/>
- **Acronym List:** https://docs.google.com/spreadsheets/d/1l8hFMAU2IE-FqYmK8TZ9Hp40vmS1zRck9EBEbPIbwy8/edit?usp=drive_link
- **Alameda County HMIS website:** <https://alameda.bitfocus.com/>
- **Alameda County data dashboard:**
https://homelessness.acgov.org/data_homeless_response.page

Committee Purpose

The purpose of HMIS Committee is to support the effective operation and oversight of the CoC's Homeless Management Information System (HMIS), as required by HUD's CoC Program Interim Rule at 24 CFR 578.7 and to meet data management infrastructure needs. Learn more about the Committee's purpose [here](#).

Are you getting the HMIS newsletter? Make sure you and your agency leads are getting the newsletter! <https://alameda.bitfocus.com/newsletters>.

Meeting Purpose / Overview

The April HMIS Committee meeting will serve to support continuous management and improvement of HMIS by reviewing updates to policies and procedures, planning training need improvements and reviewing our pilot HMIS-SIC structure.

Agenda

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| 1. Welcome and Introductions | 9:00 – 9:02 |
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| <ul style="list-style-type: none"> • Please come put in the chat your: Name, pronouns, affiliation (organization, etc.). • Ground Rules | |
| <p>2. HMIS Committee Public Comment</p> <ul style="list-style-type: none"> • Public Comment will be taken at the beginning of each meeting and is limited to 2 minutes per person. • Homebase has created a public comment tracker where public comments across CoC meetings will be recorded. • Comments will be directed to the appropriate CoC committee or County staff. <p>Minutes:</p> <ul style="list-style-type: none"> • No public comment. | 9:02 – 9:08 |
| <p>3. Approval of minutes</p> <ul style="list-style-type: none"> • Prior today’s meeting, Homebase distributed the meeting minutes (meeting minutes are the written record of our monthly meetings) from the December HMIS Committee meeting for committee members to review. • The draft minutes have also been posted in the HMIS’s google drive folder. • This time is held for committee members to let us know if they believe the minutes to do not accurately capture the discussion items from the September meeting and need to be amended. <p>You may also email Homebase at mayareddy@homebaseccc.org and matthieu@homebaseccc.org copying alameda@homebaseccc.org, if you see anything in the draft minutes that are distributed following today’s meeting that should be amended.</p> <p>Minutes:</p> <ul style="list-style-type: none"> • February meeting minutes approved. | 9:08 – 9:10 |

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| <p>4. Announcements (Homebase)</p> <ul style="list-style-type: none"> The Evidence-Based Solutions Committee wants to hear from you about your experience in the CoC! As part of their role in the CoC, the ESC wants to check in on Committee members and others who want to be more involved in the CoC but aren't able to. Encourage any active members in the CoC or people who wish they could be more involved to fill out this quick 3 minute survey. Results will be anonymous and analyzed by Homebase staff and ESC leadership and inform any going recommendations to Homebase, Leadership Board, or other entities in the CoC. We are always open to feedback, but this round of the survey will close Tuesday, April 21. | <p>9:10 – 9:15</p> |
| <p>5. Ice Breaker (Chair)</p> <p>If you had a “still loading” bar, what would it say right now?</p> <p>Example: “60% through my coffee” “Downloading patience... 12%” “Installing motivation... update failed”</p> | <p>9:15 – 9:30</p> |
| <p>6. HMIS Policies and Procedures</p> <p>Minutes:</p> <ul style="list-style-type: none"> The HMIS team provided an overview of updates to the HMIS policies and procedures, including customer portal and data request information. | <p>9:30 - 10:00</p> |
| <p>7. HMIS Data Quality Workgroup – Training Survey</p> <p>Minutes:</p> <ul style="list-style-type: none"> Homebase went over a draft survey that will be sent out to providers to determine HMIS training needs. The survey would be open from May 1st to May 31st to give providers ample time to complete the survey. Suggestions for the survey included to ask about the types of resources related to HMIS that providers are already familiar with and/or would like to have. | <p>10:00 – 10:30</p> |
| <p>8. HMIS Committee 6-month Pilot Discussion</p> <p>At the 6-month mark of the pilot discussion of alternating HMIS/SIC meetings, we will discuss what a potential merge of the committees will look like and explore ideas for the meeting cadences going forward.</p> <p>Minutes:</p> | <p>10:30 – 11:00</p> |

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| <ul style="list-style-type: none"> Multiple members expressed that the committees should remain separate. It was argued that HMIS is a technical, data-driven committee, while SIC is results-based. It was noted that merging would likely lead to insufficient time for fruitful, deep-dive conversations on distinct topics. Discussion centered around next steps for streamlining the committees to better improve their interaction, collaboration, and communication. <p>*HMIS discussion and suggestions will be presented at the upcoming SIC committee meeting to further their discussion on streamlining the committees for Leadership Board report out</p> | |
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Committee Members

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| Alex Baker | HMIS Lead / OHCC | X |
| Alexis Chettiar | Cardea Health | X |
| Daniel Scott | Alameda County / OHCC | X |
| Deidre Wan | Berkeley Youth Affiliates | |
| Greta Monares | City of Oakland | |
| Jared DeFigh | Wood Street | X |
| Josh Jacobs | City of Berkeley | |
| Julia Judge | Bay Area Community Services | |
| LeaJay Harper | Woodstreet Commons | X |
| Melissa Moore | | |
| Michelle Ogburn | Abode | X |
| Patrick Anderson | Emerging Leaders Program; Podcaster (The Intelligent Human Voice) | |
| Shatae Jones | Alameda Alliance | |

Resources:

- [Alameda County HMIS website](#)
- [Newsletter sign up](#)
- [Get Access to the HMIS System](#)
- [Get Trained on the HMIS System](#)
- [Find out about HMIS User Group Meetings](#)
- [Get HMIS Materials and Support](#)
- [HUD Data Standards](#)
- [Data Quality Corrections Reference Guide](#)