HMIS Committee Meeting Minutes
July 19, 2023 10:00 AM

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Members Present

Ursula Murphy (PSO / HMIS Chair)	Kevin Denny (VSH / HMIS Co-Chair)
Mona Lisa Brown (STOP)	Olisha Sawyer (VBCDC)
Sherry Johnson (DBHS)	Kathie Cuffee Moore (DBHS)
Pat Chambers (PCOM)	Beck Barfield (Eggleston)
Annie White-Guertin (PARC)	Perry Mayer (PARC)
Shannon Riddick (PVH)	Darlene Washington (PVH)
Jean Jones (Policy & Planning Co-Chair)	Joy Shaffer (HER/Restore)
Kimberly Carmichael (PCI)	Kerry Mitchell (ForKids)

Other Attendees

Ashley Love (TPC)	Karen Joyner (TPC)
Jordan Schaller (TPC)	Sarah Kilpatrick (TPC)

Absent Member Agency

Endependence Ctr	PRHA
DSS	

The Meeting was called to order by the Chair, Ursula Murphy (PSO) at 10:05 AM with the announcement that the recording started at 10:05AM. Attendance was captured with the assistance of Karen Joyner (TPC). March 15, 2023 and May 17, 2023 meeting minutes are pending.

WellSky Open Ticket Updates-
SAP Glitch is now operational
Report on TA Requests -
Accidental Exits, Duplicate CE entries and Incorrect exits made up the PHAC requests
Quarterly Training Video – Confidentiality & Security deadline is July 28, 2023
PHAC has no past due users
HUD – Coordinated Entry & System Performance
Jordan will debrief and report back on this item at the September HMIS Committee meeting
HUD AAQ (Ask A Question) – 3rd party and self- reporting in HMIS
Jordan shared the AAQ that was submitted to HUD regarding 3rd party documentation vs client self-report.
Take away was that when new information is presented the record should be updated.
The Assessor and their style of engagement could also drive the responses.
CE Office Hours – July 31, 2023 at 2:00PM

Data Standards Information Session – August 17, 2023 at 1:00PM – Changes take effect 10/1/2023
Data Standards Learning Lab – September 19, 2023 at 2:00PM
Visual Comparison of the 2022 & 2023 HMIS Knowledge and Skill activity
Jordan presented a comparison of the HMIS Knowledge and Skill activity which was part of the HMIS Audit methodology. A robust discussion surrounding the top three questions and what info was missing took place.
3 Year Data Quality Trend
Jordan presented the 3 Year Data Quality Trend report on the PHAC CE – TPC was asked to conduct an analysis of the data trends and what was driving some of the concerns.
It was requested that the report and analysis be presented to the CES Committee as the items reviewed would be helpful given the committee routinely reviews CE APR's.

There being no further business, the meeting adjourned at 11:19 AM with the announcement that the next HMIS Committee meeting will be Wednesday, September 20, 2023 at 10:00 AM and that the meeting will be IN PERSON – Location TBD. The Chair reminded agencies that items of an urgent nature will be emailed as received.

Prepared By:
Ursula Murphy, HMIS Chair

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