CONTRA COSTA HMIS POLICY COMMITTEE

Tuesday, August 16, 2022 from 3:00-4:00pm
Recording link: email Jaime.Jenett@cchealth.org to request

MEETING MINUTES

Welcome & Introductions

Dale Harrington (Community Member), Gabriel Lemus (Council on Homelessness Member), Jo Bruno (Council on Homelessness Vice Chair), Juno Hedrick, (Council on Homelessness Chair), Tony Ucciferri (Council on Homelessness Member), Jamie Klinger (H3), Jamie Schecter (H3), Michael Fischer (H3), Torrie Carlson (H3: CORE), Carlos Silva (H3: RED Team), Dana Ewing (H3: RED Team), Jasmine Harvey (H3: RED Team), Tammy Stoicich (H3: RED Team), Eli Hamilton (Homebase), Michele Byrnes (Homebase), Alex Atkinson (Hope Solutions), Cayla Northrup (Hope Solutions), Marichelle Alcantara (Housing Consortium of the East), Sharon Osterweil (Lifelong Medical Care), Janel Fletcher (SHELTER, Inc.), Teri Lundvall (Winter Nights Family Center)

Public Comment

- Members of the public were invited to comment on items not listed on the agenda. No comments.

Review of previous meeting minutes:

- There were no comments or suggested changes regarding the minutes from the July 19, 2022 meeting.

Agency Updates:

- No updates.

Data Quality Monitoring Plan (DQMP)

- Eli Hamilton, Homebase, discussed the purpose of the data quality monitoring plan, and presented some informational slides about the summary of changes, the proposed threshold table with data element and project type, the HUD Data Element C1 well-being question currently required for all project types, and whether it is beneficial to ask this question to clients. The team asked for people's feedback about whether this question should be asked for

all project types, and the majority said to keep it only to projects required by HUD (PSH and RRH projects). There was one clarification per one question about what happens with the report, where agencies should do an internal review and then H3: Red Team will sit down with agencies to see if there are issues with data quality. H3 will also be monitoring and tracking which agencies are submitting the reports on time. Once the team identifies which benchmarks are not working, there will be a correction action plan.

Motion
- o State of Motion:
    - To recommend the DQMP to the Council on Homelessness for approval
- o Discussion
    - None
- o Procedural Record
    - Motion made by: Tony Ucciferri
    - Seconded by: Jo Bruno
    - AYES: Tony Ucciferri; Jo Bruno; Gabriel Lemus; Juno Hedrick
    - NOES: None
    - ABSTAINS: None

Coordinated Entry System Updates

- Shelby Ferguson gave an overview about the revision of the Standard Intake and Standard HMIS CE Access Points forms, and data dashboards timeline for the program models.

Data Quality Updates:

- Torrie Carlson, H3, provided an overview of the monthly enrollment report, where 75% of reports for the month of June were received on time, with only a 16% of reports missing.

Q&A section:

- Tammy Stoicich reminded everyone that Focus Strategies is conducting a HMIS survey for agencies and staff. The deadline was August 31st.
- Sharon Osterweil, Lifelong Medical Care, asked about the well-being and health questions that were added last year and why they don't show on the APR under data collection, but they are HUD requirement. Tammy Stoicich answered that if it is HUD required, it will most likely be on the APR next year when it gets updated. Sharon also asked about other questions that are on the form that are not required by HUD. Dana Ewing answered that those other questions are used for grant writing purposes.

Next Meeting: Tuesday, September 20th, from 3-4:00 pm.