El Paso Coalition for the Homeless

HMIS
Agenda for HMIS Steering Committee – April 11, 2023

1. **Sign-in**

2. **Introductions** *(Roll Call)*

3. **Approval of HMIS Steering Committee Meeting Minutes**
   a. Request approval of meeting minutes for meeting dated March 14, 2023

4. **El Paso CoC HMIS general issues/concerns**
   a. Discuss issues or concerns related to HMIS

5. **BitFocus/Clarity Software System issues/concerns**
   a. Discuss issues or concerns related to BitFocus/Clarity Software

6. **HMIS Tidbits and Data Quality updates** *(presented by Denver Herald)*
   a. Presentation, "The More you know…"
      a. Clarity Feature Updates for April 2023
      b. Security & Attacks
      c. How to keep information secure
      d. What to look out for while using HMIS
      e. Conclusion/questions

7. **System Performance Measures** *(presented by Leslie Canada)*
   a. Discuss issues or concerns related to Systems Performance

8. **Annual Progress Reports (APR)** – due before end of month
   a. None

9. **Attendance/Bed Utilization, Outcomes & Coordinated Entry Progress Report**
   a. Discussion related to our internal HMIS reconciliation report sent out monthly via email to our end-users for their review

10. **Questions/Comments**

The regular El Paso HMIS Steering Committee meeting scheduled for 10:00 am was held via Zoom Video.

Presenter: Gary Gray presided over the meeting.

Agencies in Zoom Video attendance: See Attendance sheet (attached)

Time of meeting: The Steering Committee Meeting started at 10:00 AM

Steering committee discussion topics included:

- Sign-in (not currently – roll call via Zoom Video Conference)

- Introductions (Roll Call)

- Motion to accept meeting minutes dated February 14, 2023
    o Maribel Miranda moved to accept meeting minutes and Annie McAlmon second the motion to accept

- HMIS General Issues/Concerns
    o No issues or concerns were brought up or discussed

- BitFocus/Clarity Updates/Notices
    o No issues or concerns were brought up or discussed

- HMIS Tidbits and Data Quality Updates *(presented by Denver Herald)*
    o Presentation "The more you know…"
        ▪ Clarity Feature Updates for March 2023
        ▪ Housing Move-in Date
        ▪ Report Card Breakdown
        ▪ Conclusion/questions
    o No other issues or concerns were brought up or discussed

- System Performance Measures *(presented by Leslie Canada)*
    o Discussed Semi-Annual CPP Reports
    o No other issues or concerns were brought up or discussed

- Annual Progress Report(s) (APR) due before end of month
    o Emergence Health Network – PSH-2
    o Salvation Army - RRH

- Attendance/Bed Utilization, Outcomes & Coordinated Entry Progress Report
    o No issues or concerns were brought up or discussed

- Questions/Comments
    o No issues or concerns were brought up or discussed

- The meeting ended at 10:25 AM

El Paso CoC HMIS Steering Committee Meeting
2/14/2023
List of Agency Attendees

Agency and Name
El Paso Coalition for the Homeless
Annie McAlmon
Camille Castillo
Denver Herald
Gary Gray
Leslie Canada
Claudia Martinez
El Paso Human Services - PRIDE Center
Luis Carlos Terrazas
Emergence Health Network
Veronica Noriega
Christine Gonzalez
Project Amistad
Carmen Ward
Claudia Taylor
Project Vida
Maribel Miranda
Victor Hernandez
Betha Torres
YWCA TLC
Sierra Ulibarri