El Paso Coalition for the Homeless

HMIS
Agenda for HMIS Steering Committee – January 10, 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 December 13, 2022

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 January/February 2023
      b. Beta/Retired updates to reporting in HMIS
      c. Updates to generating reports
      d. EPCH Website-HMIS How-to-guides update
      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 due for end of January 2023

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**

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HMIS Steering Committee Meeting Minutes
From meeting held on December 13, 2022

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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

<u>Steering committee discussion topics included:</u>

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

- Introductions (Roll Call)

- Motion to accept meeting minutes dated November 8, 2022
    - Annie McAlmon moved to accept meeting minutes and Christine Gonzales second the motion to accept

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

- BitFocus/Clarity Updates/Notices
    - Enrollment Screen issues were discussed
    - No other issues or concerns were brought up or discussed

- HMIS Tidbits and Data Quality Updates *(presented by Denver Herald)*
    - Presentation "The more you know…"
        - HMIS Help Desk Survey Results
        - December updates
    - No other issues or concerns were brought up or discussed

- System Performance Measures *(presented by Leslie Canada)*
    - Leslie mentioned approval of Community Performance Plan
    - No other issues or concerns were brought up or discussed

- Annual Progress Report(s) (APR) due before end of month
    - Project Vida – PSH
    - El Paso Human Services, Inc. – PSH Youth

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

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

- The meeting ended at 10:41 AM

El Paso CoC HMIS Steering Committee Meeting
12/13/2022
List of Agency Attendees

Agency and Name
Centro San Vicente
Aida Gonzales
City of El Paso
Adela Alonzo
El Paso Center for Children
Beatriz Marin-Olivares
El Paso Coalition for the Homeless
Annie McAlmon
Camille Castillo
Denver Herald
Gary Gray
Leslie Canada
El Paso Human Services - PRIDE Center
Luis Carlos Terrazas
Emergence Health Network
Veronica Noriega
Christine Gonzalez
La Posada Home and La Posada TLC
Marina Ramirez
Project Amistad
Carmen Ward
YWCA TLC
Alexis Primero
Mari Jaramillo
Sierra Ulibarri