El Paso Coalition for the Homeless

HMIS
Agenda for HMIS Steering Committee – September 12, 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 August 8, 2023

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

5. **HMIS Tidbits and Data Quality updates** *(presented by Denver Herald)*
   a. Presentation, "The More you know…"
      a. 2024 HUD Data Standards Update
      b. Timeline of Implementation
      c. How you can prepare
      d. Conclusion/Questions

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

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

8. **Report Card – 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

9. **Questions/Comments**

<div align="center">

HMIS Steering Committee Meeting Minutes
From meeting held on August 8, 2023

</div>

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 July 11, 2023
  - Maribel Miranda moved to accept meeting minutes and Daniel Ornelas second the motion to accept

- El Paso CoC HMIS and Bitfocus/Clarity Software General Issues/Concerns
  - No issues or concerns were brought up or discussed

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

- HMIS Tidbits and Data Quality Updates *(presented by Denver Herald)*
  - Presentation "The more you know…"
    - Clarity Feature Updates for August 2023
    - The importance of Documentation
    - Tools to help you document
    - Conclusion/Questions
  - No other issues or concerns were brought up or discussed

- System Performance Measures *(presented by Leslie Canada)*
  - Leslie mentioned benchmarks now include evaluation of income separately
  - No other issues or concerns were brought up or discussed

- Annual Progress Report(s) (APR) due before end of month
  - None due in August

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

- Discussion related to recent visit by HUD Technical Advisors
  - Camille discussed community recommendations *(Sunshine Policy Recommendations)*
    - HMIS Agendas/Minutes
    - Schedules for upcoming meetings
      - Send Agenda/Minutes 1 week prior to meeting date
    - Training – beginner/new users
    - Training – re-fresher – eyes on the fries
    - Data Quality reviews – post reports on website
    - Report Card
  - Camille gathered comments from stakeholders and will document results and provide to HUD Technical Advisors

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

- The meeting ended at 11:09AM

El Paso CoC HMIS Steering Committee Meeting
8/8/2023
List of Agency Attendees

Agency and Name
Aliviane - PATH
Rafael Renovato
American GI Forum-National Veteran's Outreach Program, Inc.
Ruben Marquez
Gemini Jarvis
El Paso Center for Children
Beatriz Marin-Olivares
Daniel Ornelas
El Paso Coalition for the Homeless
Annie McAlmon
Camille Castillo
Denver Herald
Gary Gray
Leslie Canada
Claudia Martinez
El Paso Human Services - PRIDE Center
Saul Soto
Luis Carlos Terrazas
Nancy Veloz
Emergence Health Network
Veronica Noriega
Christine Gonzalez
La Posada Home and La Posada TLC
Jessica Cedillo
Project Amistad
Carmen Ward
Claudia Taylor
Project Vida
Maribel Miranda
Rafael Rodriguez
Victor Hernandez
Betha Torres
Margie Villasenor
Maria Corral
YWCA - Housing
Shadecie Walker
YWCA TLC
Sierra Ulibarri