

**VT HMIS Advisory Board Meeting
April 6, 2016**

GoToMeeting Attendance:

Lee Trapeni: Groundworks
Christopher Brzovic: CVOEO
Karina McNamara: Upper Valley Haven
Ingrid Pixley: Counseling Services of Addison County
Meg MacAuslan: CVOEO
Caitlin Ettenborough: VVS SSVF
Rebeka Lawrence-Gomez: Pathways Vermont
Jessica Makela: HPCVT
Will Towne: Spectrum
Sarah Phillips: State of Vermont

Lindsey Stillman: Cloudburst
Jennifer Allen: ICA
Meghan Morrow: ICA

- Last month's minutes – Approved
- Governance Charter CoC Report Out and Update
 - Chittenden county COC feedback – steering committee will vote on the HMIS Charter a week prior to the May meeting as long as we make the changes
 - Jean from VT CARES in not ready to be on the HMIS board
 - Jennifer added Chittenden recommendations to the Charter
 - Discussion on the “Standardized Client Release of Information” recommendation
 - Advisory board will be reviewing and giving “input and feedback”
 - Changed standard client release of information to be more broad (Data Sharing and Privacy Sharing)
 - Discussion on the report on recommendations from the reports from the Board
 - Balance of state COC meeting - Rebeka can represent the Board at the next COC meeting
 - Changes recommended by Chittenden will be updated and sent to Balance of State CoC prior to their next meeting, where the Balance of State will discuss (Voting will be postponed until the advisory board reviews recommendations from both BoS and Chittenden CoC)
 - Brattleboro COC – reviewed and had positive feedback (report by Lee)
 - Addison County CoC- Approved of the Charter (reported by Ingrid)
- Introduction of the HMIS Policy and Procedures Manual
 - Policy and Procedure: Importing data wordage
 - Rebeka mentioned that the Balance of state was not opposed to this.

- Jennifer will send this out the requested wordage changes for members to review.

Next meeting:

- Service Staff feature for the Service Transactions
- Review the HMIS Policy and Procedures Manual prior to the next meeting.
- Review BoS CoC HMIS Charter recommendations

Next meeting to be held on May 4th at 1pm.