

VT HMIS Advisory Board Meeting

March 1, 2017

GoToMeeting Attendance:

Lee Trapeni GW
Meghan Morrow ICA
Caitlin Ettenborough ICA
Rebeka Lawrence-Gomes PWH/SSVF
Jennifer Allen ICA
Jessica Makala HPC

Not in attendance:

Chris Brzovic CVOEO
Sunnie Lobdel Spectrum
Karina McNamara UVH

Last month's minutes approval:

- Minutes approved 1306

Policies and Procedures presented back to Chittenden COC without the non-user fee tomorrow:

- Chittenden CoC approved P&P with removed non-user fee

PIT & HIC count:

- ICA waiting on providers to update and confirm data for the HIC

Training Requests:

- Data clean up—how to do data clean up/why is data missing
- PATH specific data entry
- Reporting/ART

2017 Calendar and tasks:

- Review calendar for annual P&P manual. Request that the review happen during in-person meeting
- tentatively scheduled for November 1, 2017
- Members should come to meeting prepared and have read documents related to the P&P manual

- Reminders about meeting will happen August and September
- Plan to review manual earlier if HUD issues changes before November
- Jessica has requested more information about the new staff person starting with the Chittenden CoC as well as updates regarding the Coordinated Entry progress.
- Rebeka reported that Chittenden CoC is still in the process of getting all users on boarded and sharing with HMIS
- Lee is clarifying who the point of contact is for his community/local CoC and coordinated entry
- Meghan requesting members be involved in the local CoC to move coordinated entry along

PIT COUNT AND HIC:

- What is goal of HIC—being that the PIT and HIC are on the same night. HIC is intended to be a
- comprehensive look at all programs providing homeless and homeless prevention services
- Daniel will provide a report once the information has been collected and collated
- Vermont submitted HIC a month early last year

DATA REPORTING/SYSTEM WIDE:

- Meghan provided last month the expectations and timelines.

Additional update/questions from ICA:

- Possibility of moving to a quarterly meeting schedule
- Call for additional members
- In the next few months, user agreement and agency partnership (signed annually) schedule needs to be
- created

Topics for next meeting:

- Discuss user agreement/agency partnership agreement
- Vote to move to quarterly meeting schedule

Meeting adjourned

- Meeting adjourned at 1342

*Next meeting to be held on April 5 from 1pm-2pm via [Go To Meeting](#) or in person at [64 Pearl St Essex VT](#)