VT HMIS Advisory Board Meeting

August 2, 2017

GoToMeeting Attendance:
    Meghan Morrow – ICA
    Lee Trapeni – Groundworks
    Chris Brzovic – CVOEO
    Jessica Makela – HPC

Not in attendance:
    Karina McNamara – UVH
    Meg Macauslan – CVOEO
    Rebeka Lawrence-Gomez – Pathways
    Caitlin Ettenborough - ICA

Meeting started at 1:03pm

Last meeting's minute's approval:
- Lee motion to approve April 5th
- Jessica second
- Minutes approved

Board Updates:
- 2 users have been given written warnings and had 2 licenses were suspended till the Security Training was done
    o Friendly reminder in newsletter to all Users to not share licenses and passwords.
- ICA planning to have Jesse Dirkman, ICA Data Analyst, come to visit Vermont
    o Present SPM, Reporting for CE, HOP and other funding sources.
        ▪ Chittenden CE meeting and then stay after to present other topics
        ▪ BoS – Possibly in White River Junction at the Town Hall, Rutland we can look at the Heritage Family Credit Union

Partnership Agreement:
- Sent out at the end of June
- Still waiting for a few agencies, though the majority have signed already.

User License Agreement:
- Once all the Partnership Agreements are signed, all current HMIS Users will need to sign the User License Agreement
- An announcement will be sent out with link to the User Agreement.

Coordinated Entry:
- Updates
    o Addison County is going to be sharing in HMIS starting 8.5.2017 and has had their first CE HMIS training. Sarah Grandchamp came to the training as well to see how the training will go.

- o   Bennington County has started their Data Sharing Agreement
- o   Orange/Windsor South has reached out to start their Data Sharing Agreement
- o   Chittenden: Sharing Agreement has been approved. Have a meeting with ICA about how to get it all started in HMIS. Hoping to have a P&P by Jan 2018 for CE

PIT & HIC count:
- https://www.icalliances.org/point-in-time-data
- Debrief on results

System Performance Measures:
- https://www.icalliances.org/system-performance-dash
- Debrief on results
- Data Quality Framework; showed what the new APR looks like so them can see

Annual Report:
- VT will be able to have an Annual Report for 2016
- Request for photos; Lee has some photos, Jessica said she will work on that as well. Karina had notified Meghan that she may have some photos as well through email.

NOFA:
- Has been released
- Both CoCs have created their ranking tools
- Any questions reach out to you HUD recognized CoC point of contact

2017 Calendar and tasks:

- Review calendar for annual P&P Manual.
  - o   Will review during **in-person** meeting scheduled for November 1, 2017
- Create calendar for 2018

Additional update/questions from ICA:
- Topics for newsletters
- Topics for trainings

Topics for next meeting:
- Review P&P Manual
- Possible CE, Data Sharing, Trainings

Meeting adjourned
- Lee moved to adjourned

- Chris second
- Meeting adjourned at 2:00pm

*Next meeting to be held on November 1, 2017 at 1pm-3pm in person at [64 Pearl St Essex VT](#)