



Advisory Committee Meeting

Thursday January 17, 2019

1:00pm-4:00PM

A. Attendance and Introductions

- a. Ari Kisler - VCRHYP
- b. Emily Higgins - OEO
- c. Kim Anetsberger - Good Samaritan Haven
- d. Toni Grout - Capstone
- e. Caitlin Ettenborough - ICA
- f. Meghan Morrow Raftery - ICA

B. HMIS Policy and Procedure

- a. Review updates and revision history
 - b. Bowman and Mediware replaced with WellSky
 - c. Questions about document and or intent?
1. Made multiple revisions to the P&P.
 2. Replace Mediware with WellSky and naming WellSky as "Vendor", like in legal contracts.
 3. Some Grammar and some spelling updates.
 4. Took out sections that were repetitive. These will be added to the revision history.
 5. Ari volunteered to make many of the grammar edits so we could move onto bigger pieces of the document. – Meghan send document to Ari and Caitlin
 6. Emily asked if George could be a part of the User Group Calls. ICA would definitely like to have him join the calls, especially the HOP call. He is welcome to be calls with other topics as well. Emily said just the HOP would be great.
 7. Group decided that since there were some major updates that the document will need to be brought to the CoCs for vote. Meghan let the group know that this needs to be done by July. The Local CoCs will need to vote on the document before we can take it to the BoS, so the sooner we



get that done the better. A due date is needed. NOFA usually comes out in July, so having approved before the NOFA is due will be the goal.

C. CoC HMIS Governance and Advisory Committee Governance

- a. Did not get to the Governance charters at this meeting. March meeting this will be on the agenda.

D. Next Steps

- a. Schedule another meeting to go over the Governance Charter and finalize the P&P.
- b. Finalize P&P
- c. Review, edit and finalize the CoC HMIS Governance Charter
- d. Review, edit and finalize the Advisory Committee Governance

Next Meeting – March 21, 2019, GoToMeeting (Meghan will send out a calendar invite)