

AGENDA		DISCUSSION	ACTION ITEMS
I.	Item 1 2:00pm – 2:10pm	Nirav Shah Welcome & Introduction Introduction of Committee Members Meetings doubled up in March to make-up for canceled meetings Need to set new recurring slot for future meetings (no Mondays) Borrowing queues from Leadership Council to set new guidance for PMC	
II.	Item 2 2:10pm – 2:45pm	Nirav Shah & Joseph Montano Member Voting Replacing Members 2 of the 3 proposed members to remove are with lived experience (Donna & Steve) Robert to reach out to them to confirm if they are willing and able to attend future meetings Vote to pass a time extension for Donna and Steve passed Vote for removing Alma did not pass, do more work to find addtl contact info Vote for removing Theo did not pass, we will reach out to Theo's number to confirm future participation Data Quality Management Plan Joseph presents Data Quality Management Plan Dylan brings up question to clarify that the plan does not involve governance groups, Joseph agrees to add language to indicate the plan is ECHO's sole discretion Lauren asks question about punitive repercussions for not adhering to the plan, Joseph clarifies it does not impact funding and is to help agencies improve their data quality Robert asks question how the plan and the Data Standards Manual relate to one another, Joseph answers that the plan borrows guidance from the manual and expands on it and how ECHO will be addressing DQ issues in the future	

		<p>Liz asks about transitional housing program elements missing from DQ plan, Joseph answers that we will include language addressing what we collect from them</p> <p>Robert & Candace ask questions about the 5 day timeliness regarding the delivering by HMIS Lead of relevant documents to providers guideline and if it considers business days, Joseph answers it is tied to the metadata that does not consider business days and is also not a punitive situation. Joseph adds language to clarify weekends and holidays will be considered.</p>	
<p>III. Item 3 2:45pm – 3:00pm</p>	Nirav Shah	<p>Coordinated Entry Workgroup</p> <p>Performance Monitoring Committee to lay out a directive for the CE Workgroup to help it get established</p> <p>From Dylan: “Develop and monitor key performance measures of the Coordinated Entry system.”</p> <p>Candace mentions Scorecard workgroup was easy to define because there were obvious reason to get a workgroup off the ground regarding changes that needed to be made</p> <p>Nirav mentions we should have some staff from ECHO in the CE department help us brainstorm what priorities the workgroup should tackle, identifying pain points</p> <ul style="list-style-type: none"> <input type="checkbox"/> Who from the committee wants to join workgroup (2 members) <input type="checkbox"/> Dylan offers to join <input type="checkbox"/> Representative from ECHO? <input type="checkbox"/> Not yet decided 	
<p>IV. Item 4</p>			
<p>Adjournment</p>		<ul style="list-style-type: none"> ● Next Meeting: March 30, 2023 2:00PM – 3:30PM; Virtual meeting via Zoom 	

