

AGENDA		DISCUSSION	ACTION ITEMS
I.	Item 1 2:00pm – 2:30pm	Whitney Bright	
		<p>Welcome & Introduction</p> <ul style="list-style-type: none"> <input type="checkbox"/> Upcoming committee topics <input type="checkbox"/> Attendance / replacing members discussion <p>Touching base on the under utilization of seats Robert had luck reaching out to Donna and to confirm their interest Voting to remove Caitlin passed</p> <ul style="list-style-type: none"> <input type="checkbox"/> Review original committee guidance document (attached) <p>Plant seed for next month’s meeting which is to do a status check on the committee (workgroup checkins, identify any holes or pain points, etc)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Review schedule for meetings (currently set for last Thursday of month 2-3:30PM) <p>Maybe the start time is shifted to slightly earlier or later</p>	
II.	Item 2 2:30pm – 3:00pm	Nirav Shah & Joseph Montano	
		<p>Coordinated Entry Workgroup</p> <ul style="list-style-type: none"> <input type="checkbox"/> Presentation regarding priority setting of the workgroup <p>What can we do as a system resource wise to fix any pain points The workgroup would bring any information about what isn’t working to the committee so we can develop solutions together Data could be presented to the workgroup to initiate a conversation about refining processes Candace notes how complicated the CE process is as it currently stands from her experience Gary asks: What about the prioritized specializations and variation in approach to dealing with certain referrals / enrollments Preston answers: We will find out via the workgroup if there are any negative impacts due to prioritizations What the workgroup will monitor is yet to be determined (initiate discussion about this) Candace mentions the importance of disability focused questions during CE</p>	

		<ul style="list-style-type: none"> <input type="checkbox"/> Designating at least 2 individuals from the committee to participate in the workgroup <p>Preston Petty Lauren Stott Candace Knoedler Elizabeth Baker</p> <p>How do we flesh out workgroup with other stakeholders? Keep this in mind when recruiting other members</p>	
<p>III. Item 3 3:00pm– 3:15pm</p>	<p>Whitney Bright</p>	<p>90 Day Inactivity Policy</p> <ul style="list-style-type: none"> <input type="checkbox"/> Policy is part of HMIS expansion <input type="checkbox"/> Aiming to catch any unutilized licenses <input type="checkbox"/> Certain exceptions will be made (maternity leave, etc) <input type="checkbox"/> Must get recertified to regain access to HMIS <input type="checkbox"/> Gary asks: Any prior notification before access is removed? Whitney answers: Everyone will be made aware of the policy, notice will be made at 90 days that license is being pulled and will have to go through new user training again <input type="checkbox"/> Dylan asks: If an individual does not log in for 90 days and license is pulled, what happens to the license? Whitney answers: License will go back into the agency bucket first, and then back into the greater ECHO bucket if they do not want to retest or fail to communicate about retesting <input type="checkbox"/> Liz asks: What are the odds HMIS licenses run out and an org can't retest for their license Whitney answers: Slim to none at the moment, and in the future more licenses will always be available <input type="checkbox"/> Gary asks: We're working with smaller organizations who are interested in accessing HMIS, what types of requirements of thresholds are there for agencies to receive licenses Whitney answers: We're working on an application process, pending approval from Leadership Council next month <input type="checkbox"/> Liz asks: Whitney answers: Agency admins have access to be able to see their license bucket and run a report to see last login 	

<p>IV. Item 4 3:15pm– 3:30pm</p>		<p>Workgroup Updates</p> <ul style="list-style-type: none"> ☒ Scorecard Group update: Collected comprehensive feedback at the end of last year Presented status update to leadership council Data quality group coming together to identify 3 metrics to monitor ☒ PIT workgroup update: Not enough assistance for the PIT Want to tie in percentages of volunteers to all participating agencies in the CoC Andrew asks where/how to establish expectations for boosting volunteer numbers Plenty of time to establish new standards for volunteers (almost 2 years) 	
<p>Adjournment</p>		<ul style="list-style-type: none"> • Next Meeting: April 25, 2023 2:00PM – 3:30PM; Virtual meeting via Zoom 	

