



CONTRA COSTA HMIS POLICY COMMITTEE

Tuesday, February 21, 2023 from 3:00-4:00pm

Recording link: email Jaime.Jenett@cchealth.org to request

MEETING MINUTES

Welcome & Introductions

Ashley Jones (Northern California Family Center), Alex Atkinson (Hope Solutions), Bertha Lopez (The Hume Center), Carlos Silva (H3), Cayla Northrup (Hope Solutions), Dana Ewing (H3), DeAndre Richard (Caminar), Gabriel Lemus (COH member), Iman Novin (COH member), Jamie Klinger (H3), Jasmine Harvey (H3), Jo Bruno (COH member), Juno Hedrick (COH member), Khalid Nemati (Shelter, Inc.), Kimberly Thai (H3), Leslie Gleason (Trinity Center), Manusiu Laulea (GRIP), Mary Juarez Fitzgerald (H3), Natalie Siva (H3), Rayniqua Hamilton (BACS), Rickie Lynn Harris (The Hume Center), Sadiq Nemati (Shelter, Inc.), Sharon Osterweil (LifeLong Medical), Shelby Ferguson (H3), Stephanie Lopez (HCEB), Tammy Stoicich (H3), Teri Lundvall (Winter Nights Family Shelter), Tony Ucciferri (COH member), Torrie Carlson (H3), Yessenia Aguilar (H3), 19253268529

Public Comment

- Members of the public were invited to comment on items not listed on the agenda. No comments.

Review of previous meeting minutes:

- There were no comments or suggested changes regarding the minutes from the December 13, 2022 meeting.

Agency Updates

- No updates.

System Administrator Updates

Kimberly Thai, H3, provided the following updates:

- RED Team is currently working on the HUD Housing Inventory Count and PIT submission, as well as the HUD Systemwide Performance Measures (SPM) report due February 28, 2023.
- Beginning March 1st, all COH meetings and subcommittee meetings are moving to hybrid/in-person. Because of this change, H3 proposed to reduce the number of meetings. H3 asked for opinions on this and the majority of those present mentioned that quarterly meetings would be

best, keeping Tuesday afternoon as the time to meet. An announcement with final decision about frequency, date, time, and place will be sent soon.

Coordinated Entry System Updates

- Shelby Ferguson, H3, provided clarification around which HMIS dashboards need to be submitted, when they are due, and to whom.

2023 Point-In-Time Count:

- Jamie Klinger, H3, stated that the observational count on January 25th was a success and shared the progress of the survey sampling event. The team will start preparing the data analysis this month based on HMIS and survey data collected, with a target date of July 2023 for publication.

CoC Feedback: HUD Race and Gender Identity

- A survey created by the RED team was distributed to the COC two months ago to collect feedback around HUD's proposed changes to Gender and Race Identity data collection. Dana Ewing from the RED team presented the results of this survey. The four areas where HUD is asking for feedback are Race, Ethnicity, Gender, and Transgender experience. A total of 31 surveys were received. Generally, the modifications for Race and Ethnicity were well received and respondents believed the new format HUD is proposing will be better. Mixed reviews for the proposed Gender modifications.

CoC Grant Compliance Monitoring

- Michele Byrnes, on behalf of H3, gave a brief update about the monitoring process to agencies funded through HUD CoC grants. Six agencies with a total of 17 projects will be monitored this year. The purpose, procedures, and timeline were shared. General timeline is from Feb to June of this year.

Data Quality Updates:

- Torrie Carlson, H3, provided an update on the December report submissions, where 72% of reports were received on time, and only 8% missing.
- The HMIS reporting tool Looker is scheduled for an upgrade later tonight and will fix the existing dashboard drilldown issues.
- Torrie asked the Agency Administrators if regular monthly office hours would be helpful, and some answered yes. This will be used to go over what type of corrections need to be made, provide tips on how to review the reports, and answer any questions. The first one was tentatively scheduled for March 3rd. Will most likely be held every first Friday to give attendees enough time to correct their reports before the 10th.
- Torrie reminded the group to submit monthly reports to the H3REDTeam email as she will be on leave for the entire month of March.

Q&A section:

- Jo Bruno, COH member, suggested to add the purpose or mission statement on all committee's agendas.
- **Next Meeting:** TBD.