

Meeting Minutes

Monday, May 5th 3:00pm-5:00pm

In attendance: Jim Anderson, Mary Orr, Ji-Young Choi, Kathy Vitalis, Ben Van Hunnik, Mike Manhard

On Phone: Rebecca Bowers, Carla Solem, AG Lynch

1. Data Structure & Sharing (DSS) Workgroup Update

Discussion	Actions Identified
<p>Review Data Structure recommendation/workplan</p> <ul style="list-style-type: none"> • Mike talked through update on where things are at with DSS workgroup. • See attached minutes. • Much discussion about how funders/coordinators can access client level data for the purposes of reports—the legal limits, steps needed to execute. • West Central is doing Partnership Agreements through Coordinated Assessment to cover this. • Will be hosting a webinar regarding CoC preferences, capacity, etc to utilize data • Should look at requirements for United Funding Agency and build capacity around what will be required for this. • Connecticut model—each CoC required to have their own CoC system administrator. 	
<p>Discuss HMIS 2.0 Implementation Manager</p> <ul style="list-style-type: none"> • Mike described the steps that are being taken to secure an HMIS 2.0 Implementation Manager. • Mike's handout described the reasons behind securing this position. • Universal support for the pursuing this effort. • Does this need to go anywhere for a vote? Determined that since it is a non-permanent step, the IPT can make the call on this. Crucial ingredient to move things forward. • Need good process and get a good person. Right now, Eric Hands, Tony Pelesca, Jennifer Trombley are part of the selection process. 	<p>Motion to pursue the HMIS 2.0 Manager and use group/process determined by Cathy ten Broeke to select the candidate.</p> <p>Motion—Jim 2nd—Ben Motion Passes.</p>
<p>Review IPT actions, next steps</p> <ul style="list-style-type: none"> • 5/13 End user webinar (8:30-10:30am) to update and gain input from end users. Will be important to be able to answer how it will technically look for the end user 	

2. Governance and Lead Agency (GALA) Workgroup Update

Discussion	Actions Identified
<p>Governing Board Update</p> <ul style="list-style-type: none"> • Quick review of Ohio balance of state CoC <ul style="list-style-type: none"> ○ Looking at governance structure. Not far along. • Seeking to talk with Wisconsin about their structure • With goal of keeping on fast-track, agreement to hold open application process to solicit folks to apply and recommend others. Will be developing draft application for IPT review. CoCs can bring to their meetings for folks to apply. Deadline will be created and reviewed by unspecified group. Anybody that applies can be considered for at large position. 	

<ul style="list-style-type: none"> • Talked briefly about rushing it or taking time to do it right—didn't make sense to replace IPT with an interim board. • Will make recommendation for CoC/State review and vote and go back to IPT to implement. • Once Governing Board is convened, Governing Group and IPT dissolve. Would need to make sure GB's vision is on current governance needs in addition to future ones. • Roles and responsibility chart shared with Wilder—many comments. Not shared with full workgroup yet. 	
<p>Lead Agency Update</p> <ul style="list-style-type: none"> • Looking to have conversation with MCN and MAP to talk to them about the main tasks for lead agency and get their thoughts for who might be appropriate. • Reviewed meeting from last week with Mary Tingerthal, Mary, Kathy and other stakeholders. <ul style="list-style-type: none"> ○ Suggestion from Mary T to explore an LLC as alternative to state agency. ○ Advantage, legally authorized. ○ If lead agency is state, cannot have governing board ○ Could be conflict if HUD and state are in conflict • Initial model from HMIS TA team describes Governing Board as "advisory". • LLC has its own advisory. • Problem now is lack of accountability. Advising to only entity that has power is main problem. • Commissioner Tingerthal is looking closer at this issue and will be making suggestions. 	<p>Jim will send Mike update from this month's work with GALA.</p>

3. HUD TA status report

Discussion	Actions Identified
<ul style="list-style-type: none"> • Mike gave update. • Cathy, Laura, Mike talked with Chuck, Natalie, and Matt and Michele Smith. • HMIS TA is scheduled to end in a few weeks. • Can likely be extended if requested. • We proposed that HMIS TA be continued TA for another year with the following components: <ul style="list-style-type: none"> ○ Availability of Chuck/Matt for periodic check in calls with the IPT/Governance Board (somewhere in between 6 and 9 calls over next year year to update on progress and receive guidance on next steps). ○ 1-2 intensive (face to face or iTV) session(s) to assist the Governing Board as it starts up. ○ Periodic TA from Matt White with coordinated assessment planning (6-9 over the next year). ○ Continued assistance from Barb Ritter on data system changes. Her guidance has been very valuable for both me and for Wilder. I see me/HMIS 2.0 manager needing periodic check ins (monthly through calendar year?) and Wilder needing periodic check ins (these can be more intensive in some cases). • IPT members expressed support for continued TA and proposed schedule. 	

4. Conference

Discussion	Actions Identified
<ul style="list-style-type: none"> • Session on governance and admin structures. • Strengths/challenges • One session—Broke up into different groups (state/regional/local HMIS). <ul style="list-style-type: none"> ○ Shared apprehension about the new role of the CoC ○ State-wide systems more complicated ○ Iowa Finance Housing Agency was lead agency. Imposed their will too much. CoCs pulled HMIS back, CoCs own it. 	Ben will forward material collected from the sessions

5. Review Actions Identified

Task	Persons Responsible	Timeline
Send Mike update on GALA work to inform next round of HMIS 2.0 update	Jim	This week
Put HMIS 2.0 update together and distribute	Mike	End of week
Send material from recent conference	Ben	This week
Pursue iTV options for IPT meetings	Mike/Mary Identified after the meeting	ASAP

6. Adjourn

Monday, June 2nd 3:00pm-5:00pm
Call-in: 888-742-5095, Code: 6106770549