

MINNESOTA'S HMIS

Homeless Management Information System

HMIS Annual Calendar (working version) For a September 1- August 30 Operating Year (OY)

 SEPTEMBER New HMIS OY begins Governing Board Meeting: Annual performance review of Lead Agency: Part II - Performance Review Elections Committee Work Group sends out Save the Date and draft agenda of the Annual Meeting First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee Fourth Wednesday of the month: Executive Committee and Finance Committee 	 OCTOBER Annual Meeting: Review of Lead Agency's Performance Review Review statewide HMIS bed coverage First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee Fourth Wednesday of the month: Executive Committee and Finance Committee 	 NOVEMBER First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee Fourth Wednesday of the month: Executive Committee and Finance Committee
 DECEMBER Governing Board Meeting: Board directs an Elections Work Group to be formed ICA affirms to the Board the HMIS website content is accurate First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee Fourth Wednesday of the month: Executive Committee and Finance Committee 	 JANUARY Governing Board Meeting: Update from the Elections Work Group First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee Fourth Wednesday of the month: Executive Committee and Finance Committee 	 FEBRUARY Governing Board Meeting: Holds elections of Governing Board members and appointment of Officers First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee Fourth Wednesday of the month: Executive Committee and Finance Committee

All HMIS Board meetings are held at the Minnesota Department of Human Services (444 LaFayette, St. Paul) and via iTV Call information: 1-888-742-5095 Code: 610 677 0549

MARCH	APRIL	MAY
 Governing Board Meeting Members-elect introduced Appointment of Officer shared First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee Fourth Wednesday of the month: Executive Committee and Finance Committee 	 Governing Board Meeting Communications Committee shares draft to materials for Board Outreach Visit Executive Committee shares draft talking points for Board Outreach Visit First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee Fourth Wednesday of the month: Executive Committee and Finance Committee 	 Governing Board Meeting Finance Committee presents initial revenue estimates Policy & Prioritization Committee presents initial Annual Work Plan Communications Committees presents final draft of Board Outreach Visit materials Executive Committee presents final draft o ftalking points for Board Outreach Visit First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee Fourth Wednesday of the month: Executive Committee and Finance
UINF	JULY	Committee AUGUST
 JUNE Governing Board Meeting Finance Committee and Policy & Prioritization Committee presents Budget and Work Plan updates, as needed Board Outreach Visits First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee Fourth Wednesday of the month: Executive Committee and Finance Committee 	 Governing Board Meeting Board approves, final Annual Work Plan and Budget Communications Committee sends out message to stakeholders regarding the approved Work Plan and Budget Board directs an Annual Meeting Work Group to be formed First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee 	 Governing Board Meeting Annual performance review of Lead Agency/System Administrator: Part I - User satisfaction Survey – completed by Policy & Prioritization Committee Update from the Annual Meeting Work Group First Wednesday of the month: Policy & Prioritization Committee Second Monday of the month: Governing Board Meeting Third Wednesday of the month: Implementation Committee
	 Fourth Wednesday of the month: Executive Committee and Finance Committee 	Fourth Wednesday of the month: Executive Committee and Finance Committee