

Commission on Homelessness for Volusia and Flagler Counties

HMIS Committee Meeting Minutes

Wednesday, June 8, 2016

1:30 PM – 2:30 PM

Career Source, 329 Bill France Blvd., Daytona Beach

Attendees: Carl Epely, Chenoa Yancey, Angeila Briggs for Ron Paradise, John Moreau, Loretta Willary, Pat James, Robin King, Jeff White, Michelle Wilson, Victoria Brown-Searle, and Tony Deobil; **Absent:** Bill Fletcher and Rich Curley

I. Welcome and Introductions – Robin King, Chair

The meeting was called to order at 1:30. Jeff White is facilitating this meeting in Robin King's absence.

II. Review Prior Minutes – Robin King, Chair

The Committee reviewed the minutes of April 21, 2016. A motion was made to accept the minutes as presented.

III. Commission Membership Fees effective July 1, 2016

Victoria Brown-Searle will be sending out the CoH membership fees today after some minor revisions are made.

IV. HUD data for grants

Michelle Wilson attended a webinar about the 6 new reports that the CoC will have to report on. These 6 reports are for both HUD funded and Non-HUD funded projects. There is a glitch in 2 reports, Bowman is currently working on this issue. At this time, agencies cannot access these reports only Michelle and Victoria Brown-Searle can. The new reports are the same data that is already gathered, it is not new data. HUD hasn't stated technical standards yet. Ms. Wilson is making some changes to the HMIS system: My Place Apartments will have access to the VI-SPDAT for people who do not qualify for placement and a Coordinated Entry portal is being created to gather data. Going forward, Ms. Wilson will use Sendinc to send HMIS reports, it is a more secure way to send the reports and it is HIPPA compliant.

V. Next Peer Review

A. The Neighborhood Center

HUD is monitoring the Neighborhood Center at the end of the month. Jeff White has pulled 1 APR and went over it with them and give them pointers. It is not beneficial to monitor them at this time.

VI. Written Standards for Monitoring

More grants are coming though the lead agency, all will require monitoring. The goal is to have one master checklist to use once a year to monitor all the grants at once. Jeff White gave an example of written standards for the Committee to review and go over next week.

VII. Action Items:

VIII. Old Business

Tony Deobil provided the Committee with an update on their letter of compliance. The charts have been pulled and the information has been updated. Currently, the Salvation Army is at 98%. Mr. Deobil will respond in writing.

IX. New Business

Mr. Deobil asked that blurb about anonymous is added to the survey. Ms. Brown-Searle will add this to the survey.

X. Adjourn

There being no further business, the meeting was adjourned at 2:31 p.m.

Minutes submitted by: Victoria Brown-Searle

Committee Chair: _____

Next meeting: July 13, 2016