

HMIS Steering Committee Minutes 2/2/15

Committee Members Present

Name	Organization and/or Region
Andrea Hakian	Manchester
Brenda Earle	DOH
Carol Duffy	New Britain
Crane Cesario	Hartford
Dave Lang	New London
John Merz	BOS
Lauren Zimmerman	Bridgeport
Lisa Callahan	Middlesex
Maria Satterwhite	Bridgeport
Milena Sangut	Danbury
Nancy Cannavo	Torrington
Noel Kammermann	Stamford

Committee Members Absent

Name	Organization and/or Region
Alice Minervino	DMHAS
Brenda Coutu	North East
Brian Roccapriore	CCEH
David Shadbegian	Windham/Tolland
Deanna Bencivengo	Meriden / Wallingford
Diane Albini	Waterbury
Donna Bergin	New Britain
Jackie Janosko	CCEH
Jessica Kubicki	Greater Norwalk
Jim Bombaci	Nutmeg Consulting
Mackenzie Tyson	Middlesex
Matt Morgan	Hartford
Meredith Damboise	New Haven
Paul Goodfield	Bristol
Phillip Lysiak	Bristol
Russ Cormier	Nutmeg
Ryan DeLoach	New Haven
Sarah Melquist	Manchester
Steve DiLella	BOS
Stuart Lane	Norwalk
Vera Halilaj	Torrington
Walter Hewitt	UWSECT

January Minutes – Crane Cesario

- Nancy Cannavo approved, Milena Sangut seconded

Coordinated Access Waitlist – Noel Kammermann

- Need additional fields for the shelter waitlist to be functional
- Lauren Zimmerman: Laborious task to identify who's on the shelter wait list, families vs. individuals switching back and forth is difficult and requesting field additions to waitlist:
 - Gender of HoH
 - Family Composition (2 columns-# of adults & # of kids)
 - Contact info: Phone, email, alternative contacts
- There also needs to be ways to prioritize access to shelter—street homeless is higher priority for example...so having a way identify who's most in need is important
- Fairfield County not using VI-SPDAT for shelter priority
- North Western CT uses two lists...overflow people go into overflow and then get into shelter, and they have a separate list for people waiting for housing
- John Merz asked if Nutmeg said if this was easily doable and Lauren said they said yes.
- Crane indicated that once we decide, it will go to the release bin group and ask for it to be prioritized.
- Brenda Earle mentioned that this might include cost and we need to know who's paying for it. And we have to discuss at statewide CAN.
- Lauren will send her list to Jackie and I'll add it to the next Coordinated Access Data Group

HMIS Evaluation Committee – John Merz

- John: it's moving along. Will be drafting a user survey and the ball will move further down the field. The committee's function is to get feedback on the functionality of the system, and New Haven needs to have more time on board to evaluate

Release Management Committee / Participating Agency List – Jackie Janosko

- CAN leaders need existing list of agencies for review and then by next meeting we'll have some updates.
- Nancy Cannavo has emailed Nutmeg updates for her region, but they haven't changed the files yet.

VI-SPDAT Update – CCEH & Nutmeg

- Fairfield County still has concerns about converting from the standalone platform to the version in HMIS because there are critical data pieces they will lose.
- There are concerns about the scoring in HMIS. Jackie indicated that CaseWorthy is aware of this issue and working on fixing it.
- Jackie asked that people participate in a session to decide some functionality for the VI-SPDAT and the registry appearance in HMIS this week.
- Lauren, Crane, Brenda (maybe) will participate in a meeting/webinar at 9:00 Wednesday - Nancy & Milena are also interested, but cannot participate in the first call.
- Lauren indicated that there has to be some community specific considerations

PIT – CCEH & Nutmeg

- New date is 2/18/15

- Question about how to count those housed with the DOH funds?
 - Brenda said to do unsheltered for these households
- CCEH will need to give guidance on this during PIT trainings and also remind people about the Hotel/Motel clients under this fund.
- Brenda asked about anonymous clients for registry
 - DV Shelters get entered as anonymous

New Business

- Crane: New people coming onto HMIS and cost
 - New agencies will have a cost that's still being determined
- Brenda & John would like to see the cost grid CCEH creates
- Nancy moved to review the HMIS cost grid for agencies and have oversight of the cost recommendations for HMIS, Brenda seconded
 - Motion approved no objections or abstentions

Next meeting

- Friday March 20: 12:30-2:00
- April 6: 11:00-12:30 maybe
- Andrea asked if we could find out about getting a hot spot connections box that would allow us to create an internet connection at CVH so that we can have more remote options for committee members. We also may want to revisit having every other month via webinar again.