

# Sacramento CoC HMIS & Data Committee (HDC) Member Orientation

Wednesday, April 7, 2021 || 11:00 am - 12:00 pm

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# HMIS & Data Committee (HDC) Orientation Agenda

1. Welcome & Introductions
2. HDC Meeting Details
3. HDC Purpose
4. HDC Key Products, Accomplishments, Challenges, & 2021 Goals
5. HDC Member Roles & Responsibilities
6. CoC Board Committees
7. 2021 CoC Planning Efforts



# Introductions



# HMIS & Data Committee (HDC) Co-Chairs & SSF Staff

## HDC Co-Chairs:

**Erica Plumb**, Housing Authority Associate Director, Supportive Services, Mercy Housing

**Jameson Parker**, Business Community & Street Outreach Director, Advocacy & Capital Improvements, Midtown Assoc.

## SSF Staff:

**Tina Wilton**, HMIS Manager

**Keri Arnold**, HMIS Customer Services Specialist

**Michele Watts**, Chief Planning Officer

**Michelle Charlton**, CoC Coordinator



# HMIS & Data Committee (HDC) Members

**Anastasiya Hernandez**, Mental Health Services Clinician, Saint John's Program for Real Change

**Anne-Marie Hooper**, Housing Authority Director, Contracts and Procurement, Sacramento Self Help Housing

**Cynthia Hunt**, Housing Authority Program Manager, Cottage Housing, Inc.

**Dawn Williams**, Local Government Health Program Manager, Research and Evaluation, Sacramento County Dept. of Health Services

**Janel Fletcher**, Impact and Data Analytics Director, SHELTER, Inc.

**Josh Arnold**, Social Services Executive Assistant, Volunteers of America Northern California & Nevada

**Mixtlicoatl Gonzalez**, Social Services Office Coordinator, Lutheran Social Services of Northern California

The 2021 HDC Roster is available on the [SSF Website](#). Bios will be added to the website at a later date.



# HDC Meeting Details

# HDC Meetings Details

## Meeting Schedule:

- Zoom Meetings **quarterly** on the **2nd Thursday of the Month between 10:00 - 11:30 AM**
- Google calendar invites are sent with HDC meeting details
- **2021 HDC Meeting Dates:**

Q1 January 14, 2021 | Q2 April 8, 2021 | Q3 July 8, 2021 | Q4 October 14, 2021

## Meeting Materials:

- Shared ~1 week before each HDC meeting via Constant Contact
- Posted on SSF CoC Meeting Webpage [HDC section](#)



# HDC Purpose



# HDC Purpose

**From Governance Charter:** with the assistance from the HMIS Lead Agency, HMIS is compliant with HUD, provides comprehensive data, & develops HMIS policies & procedures to inform the Sacramento CoC.

**Clarifying Language:** Working closely with the HMIS Lead Agency, the HDC ensures the HMIS is compliant with HUD requirements regarding privacy and security and data quality; and is responsive to local data needs



# HDC Key Products, Accomplishments, Challenges, & Goals



# HDC Key Products & Accomplishments

## Key Products:

- Annual HMIS Privacy & Security Plan
- Annual HMIS Data Quality Plan

## Accomplishments:

- 2020 HMIS Privacy & Security Plan approved by the CoC Board 11/18/20
- 2020 HMIS Data Quality Plan approved by the CoC Board 11/18/20
- Year 2, Annual HMIS Recertification Quiz
- Year 2, Annual HMIS Security Audit Process



# HDC 2021 Challenges & Goals

## Challenges:

- Difficulty in fully implementing data quality improvements due to limited capacity within the HMIS Lead Agency, SSF

## 2021 Goals:

- Annual HMIS Privacy & Security Plan review and revision
- Annual HMIS Data Quality Plan review and revision
- Further operationalize policies within the HMIS Privacy & Security and Data Quality Plans



# HDC Member Roles & Responsibilities



# HDC Roles & Responsibilities

- Regular attendance and participation in HDC meetings
- Work effectively on a team
- Disclosure of Conflicts of Interest

A detailed description of HDC member roles & responsibilities as a whole can be found in the [2019 CoC Governance Charter](#)



# CoC Board Committees



# CoC Board Committees

- CoC Board convenes seven standing committees and two term-limited committees/subcommittees; most meet monthly, one-two meet quarterly
- Committees are co-chaired by CoC Board & community members and staffed by SSF
- The Youth Action Board is the eighth CoC committee and operates more independently; YAB meets weekly and is staffed by Waking the Village





# CoC Board Committees

- Members are added to committees through a public call for nominations process on a schedule that varies from year to year, driven by committee area of representation needs
- Calls for nominations are announced at the committee and the CoC Board, posted on the SSF website, and distributed widely via email/Constant Contact
- CoC Governance Committee and committee co-chairs develop slates for approval by the full CoC Board



# CoC Board Committees

- Executive Committee
- Governance Committee
- Racial Equity Committee
- **HMIS & Data Committee**
- Project Review Committee
- Coordinated Entry System Committee
- System Performance Committee & PIT Subcommittee
- Sacramento Youth Action Board/ Youth Council



# CoC Board Committees

- CoC Board meeting materials and materials for CoC committees can be found on the [SSF CoC Meeting webpage](#)
- Upcoming meeting postings include agenda and other materials, as well as zoom links for access (with a few exceptions- EC, GC, and PRC)
- Prior meeting materials and recordings are also archived on this webpage



# 2021 CoC Planning Efforts



# CoC 2021 Planning Approach: Rational

Rationale for CoC's 2021 approach to strategic planning with significant emphasis on community engagement:

- Heightened community and public attention on homelessness
- Feedback from February CoC and community input session
- Analytical work completed in 2020 to understand system



# CoC 2021 Planning Approach: Purpose/Intent

- Hold first of two annual meetings required by CoC Charter
- Use CoC Board meetings and Annual Meeting session to engage members and broader community in CoC planning efforts built around 2020 analytical and committee work, community input, and other planning tools
- Proposed process is iterative and will build upon and revisit topics and inputs over the course of multiple meetings



# CoC 2021 Planning Detail: Tools & Analyses

- February CoC Meeting Member and Community Input & February PIT Subcommittee Input
- Current Work of the CoC and SSF & CoC Committees
- CoC Gaps Analysis
- Coordinated Entry System Evaluation
- Built for Zero Strategy
- Racial Equity Committee Plan - voice of lived experience
- HEAP Countywide Plan Review



# CoC 2021 Planning Detail: Schedule

Meetings	Topics
February CoC Board Meeting	CoC Members & Community Input Session
March CoC Board Meeting	Committees Accomplishments and Goals
April CoC Board Meeting	CES Evaluation
	Current Work of the CoC and SSF
May CoC Board Meeting	Gaps Analysis and System Maps
May Annual Meeting	Build on prior CoC Meeting topics to discuss: (1) current work, (2) opportunities & challenges, (3) Aspirations/goals
June CoC Board Meeting	Built for Zero
July CoC Board Meeting	Racial Equity Committee Work Plan





# Questions & Comments

