

## Data Advisory Committee

12/19/2023

Present: Thurston Alexander, Regina Abadajos (BitFocus), Kathy Johnson, Peter Morris, Vanessa Kopp, Kristin Morris

### Updates

- LSA – It is progressing well and should be on target for the January 17<sup>th</sup> deadline.
- BHL – Motion was made to recommend the merge the Veteran By-Name-List and the Non-Veteran By-Name-List. Kathy Johnson seconded the motion. The vote passed.

#### ***DAC recommends merging of the Veteran By-Name-List and Non-Veteran By-Name-List.***

- New Members – Will invite DAC interested applicants to attend the January meeting to provide the opportunity to learn about the work of the committee.

### HMIS Lead RFP

- Proposals due February 16, 2024
- Peter will draft communication for applicants for a scoring committee.
- Discussion of an application process to be low-barrier.

### PIT/HIC

- Draft survey has been provided. Vanessa will post a copy of the survey with track changes in the DAC shared folder. The committee will review and post comments in the document. It will be discussed and voted upon by DAC at the next meeting.

### HMIS related documents

- Urban Ministry has collected last approved Policies and Procedures recommended by the DAC. Peter has emailed all agencies to obtain QSOBAs.

### Data left to Migrate from Community Services

- Regina will check into getting the VISPIDAT scores and case notes into Clarity.
- This will then allow for getting a quote from Elizabeth Lockley. It could potentially be in two parts.

### HMIS User roles

- What is the need for system administrator license for those who are not system administrators?
  - It is not widely used.
- Is implementation wide reporting possible without a system administrator license?
  - Manager license can permit this with appropriate access rights.
- Is Lookr included or attached to different license types or is it a separate add on that can be added to any type? Embedded Lookr is accessible with a a manager license without the need of a standalone lookr license.

Proposed that all who have a system administrator license meet with BitFocus to determine what is needed and if another license will meet the need. Thurston will schedule a meeting using the list of licenses provided by Peter.

Next meeting is Tuesday, January 16<sup>th</sup>, 2024.