

Data Advisory Committee

03/19/2024

Present: Thurston Alexander-Smith (chair), Kathy Johnson, Will Hartye, Arlene Smith, Frank Baldiga, Peter Morris, Alexis Hampton, Vanessa Kopp, Regina Abadajos, Erin Flynn, Kristin Morris, Cheryl Cozzi

Link to the shared folder for DAC: [DAC Shared Folder](#)

Updates

SPM Final Submission Update

- Regina provided the update that outreach providers were open to cleaning up their data and the submission was able to be completed prior to the deadline.
- Regina will share information with the DAC on the data quality issues that were present.

PIT/HIC Submission Update

- Deadline is April 30th.

Data quality is going to be a continuous work in progress. Peter shared that a conversation about training around data quality issues is being had with BitFocus.

Adding 2023 System Wide Data to the CoC Website

Beginning work to include on the website data related to SPM, LSA, PIT/HIC, Street Outreach Data, Referrals

- Utilizing the current Data tab and sub-tabs
- Frank will present related data at the April meeting.

BNL update

- Frank presented data to a subgroup outside of the regular DAC meeting. There were a couple of columns that were recommended. The By-Name List is in good shape and is being used.

Volunteers to attend the next CAS meeting.

- Alexis and Arlene are both on the CAS committee. This representation will be helpful in understanding how the DAC can be of assistance.

Spanish language documentation update

- Vanessa and Peter will work from the Santa Clara material.

Data left to Migrate from Community Services

Thurston shared the migration quote document with updated information from conversation with Elizabeth.

- VI-SPDAT Scores migration
 - Vanessa made a motion: *DAC recommends migration of client VI-SPDAT scores from July 11, 2020 – July 11, 2022, taking the most recent VI-SPDAT score if a client has more than one score.*
 - Kathy seconded the motion.
 - Motion passed with all members voting in favor.
- Notes

Discussion migration of historical case note data and associated costs for the options available. Vanessa put forth the possibility of her staff doing the mapping necessary to migrate as much of the historical data as possible.

- Kristin made the motion: *DAC recommends migration of notes, pending confirmation that Wake County staff can format the staff for BitFocus use.*
- Arlene seconded the motion.
- Motion passed with all members voting in favor.
- Services

Discussion of mapping needed for BitFocus.

- Vanessa made the motion: *DAC recommends exploring the migration of services and files pending the ability to map that data, and further recommends the BitFocus fee be paid with consideration to turning it into a credit if we are unable to complete the mapping tasks.*
- Arlene seconded the motion.
- Motion passed with all members present voting in favor.

HMIS Lead RFP

Thurston presented the budgeting concerns considering the historic costs and proposed costs from applicants.

- Alexis made the motion: *DAC recommends extending the RFP to June 30, 2024.*
- Kristin seconded the motion.
- Motion passed with all members present voting in favor.