

Data Advisory Committee (Ad-hoc)

10/13/2023

Present: Thurston Alexander-Smith, Alrene Smith, Kathy Johnson, Kristin Morris

Meeting Purpose: To discuss the dates provided by the Board regarding the HMIS Lead RFP.

Update

Urban Ministry has agreed to be the HMIS Lead and Bit Focus will be the System Admin.

What is the difference between the two roles?

- Urban Ministry will be applying for the funds, managing fund drawdowns and doing grant management.
- BitFocus will be the administrator doing the HMIS system work (running data report, etc.)

*It is suggested that a slide be included in the presentation to provide this information for Monday's meeting.

RFP

Consider a standard process for opening items for public comment. Public input/feedback should not be entered directly in the document. The feedback should be incorporated into actual documents by the committee. Thurston will reach out to John Niffenegger for guidance and possibly join the Tuesday, October 17th meeting.

Another DAC meeting will need to be held before the release of the RFP.

Kathy proposed DAC to complete a timeline for tasks required of the committee that will keep the committee work in line with the RFP dates.

Additional Items

Items to confer with Eric on:

- Has the PIT count data been submitted to the NCCEH?
- What data still needs to be migrated?

DAC to consider:

- Is there anything (documents, data, reports, etc.) the committee needs from the Partnership?
- Begin thinking about the upcoming PIT count.

HUD TA will be in town on Monday and a meeting will be held with representatives from all the committees. Thurston will provide updates from that meeting to DAC at the Tuesday meeting.