

Data Advisory Committee Meeting

07/16/2024

Present: Thurston Alexander-Smith (chair), Peter Morris, Alexis Hampton, Will Hartye, Kathy Johnson, Arlene Smith, Vanessa Kopp, Jennie-Ann Cole, Kristin Morris, Regina Abadajos (BitFocus), Toni Sparrow (BitFocus)

Welcome to Dr. Jennie-Ann Cole Research, Data and Systems Director for Wake County. County.

Updates

- There is an upcoming joint meeting with DAC and Coordinated Access Committee
- Adding 2023 System wide Data to CoC website, PIT/HIC:
- Sharing PIT/HIC Data with NCCEH: Completed final submission to include short narratives.
- Data left to migrate from Community Services:

Policy for cross CoC Client

Background: The NC-505 reached out to obtain homelessness history for a client formerly served in Wake. A procedure for releasing information regarding cross CoC client data requests was needed.

- Thurston presented the policies, procedures and ROI additions to the Governance Board on 7/11
- Final updates received from Board. Revisions were made in the document. Thurston will finalize revisions.
- Vote to recommend **release of information document** for addressing cross CoC client data request to governance board. Vanessa moved to recommend the document with final revisions. Peter seconded. The motion passed.

Data Quality Review

The short term DQ plan was presented to the Governance Board. The request was made to support enforcement of data quality expectations. Thurston has been asked to share more about the impact of poor DQ and lack of enforcement. with the Board.

DAC reviewed the document and discussed comments entered.

- There was discussion regarding the annual review within 30 days of anniversary and more in-depth discussion of enforcement of data quality.
- Regarding enforcement of data quality Kathy suggested for the long-term data quality plan: *conduct quarterly data quality reports that are sent to the agency administrator, with an expectation that specifically identified errors will be corrected within a specified period of time and then it is noted in the next quarterly report any errors that were not corrected. Maybe it is also copied to the Executive Director or appropriate agency leadership.*
- Peter is exploring live interactive training with BitFocus regarding data quality.
- Vote to recommend implementation of **short-term data quality plan** to Governance Board: Peter move to approve the short-term data quality plan as soon as feasible. Kathy seconded and the motion passed.

Next Steps

- HART tool is coming to use in the BOS: This will be on an upcoming agenda for further discussion. Vanessa shared about the importance of using a tool that is suitable for the community and the county could assist in that process.
- Suggestions for DAC upcoming Priorities: Drafting long-term data quality plan (see note above in process), HMIS Policies and Procedures
- HMIS Lead RFP: How do we want to use the document? It is suggested to share the document with the county.

Next Meeting: August 20, 2024, 9am