

Data Advisory Committee Meeting

10/17/2024

Present: Thurston Alexander-Smith (chair), Onia Royster, Frank Baldiga, Alexis Hampton, Peter Morris, Kathy Johnson, Nicole Meyer, Kristin Morris, Cheryl Cozzi, Chole Pearson

Updates

- Next Agency Administrators Meeting is Tuesday October 22, 2024. DAC members are welcome to attend.
- ROI Update – BitFocus will not do the update. The update will need to be completed by Urban Ministries (as HMIS lead) and added to the NC 507 website. There was clarification regarding electronic data sharing in HMIS and information sharing for coordinating services with non HMIS users. The ROI update will be sent following the next Agency Administrators’ meeting and LSA submission.
- BNL process update – Meetings with BitFocus staff and OCC staff are happening to discern what issues are still present such a visibility and extraneous information pulling into the list.
- CoC director position closes Friday, October 18, 2024. It would be good to connect with county staff that will be hiring for the position to share information.

HMIS Policies and Procedures

Proposal: Peter (HMIS lead representation) and Thurston (DAC representation) will use the King County document as a starting point and compare it to the King County document to the existing NC-507. They will then import from the existing NC-507 document to make sure the final draft is consistent. The final draft will then be brought back to the committee.

- Proposal approved by DAC vote.

Once DAC endorses, the document will be sent to the Agency Administrators for feedback.

Coordinated entry and HMIS

- Oak City Cars cannot produce a CE APR in HMIS. BitFocus recommended a full redesign. A redesign of the system is currently not an option. To address the need for a CE APR, OCC is working with Thurston to identify the barrier and shortest/cheapest route to CE APR solution. Once a solution is identified, it will be shared with DAC. DAC recommendations to the for use of “Coordinated Entry improvements” funds.
- Long term, there will need to be a discussion of a redesign to allow the system to produce the CE APR in the future.

Data Quality Plan check in

- At the Agency Administrators’ meeting BitFocus will train on their LSA clean up suite. A packet will be shared and how to read the packet will be covered.

Parking Lot – Funding Discussion

How can/will the DAC support Urban Ministries as HMIS lead? In consideration of software recommendations to County?

Urban Ministries shared the current challenges regarding the BitFocus system. The amount of BitFocus is over twice what was paid for the previous system. The software has many beneficial technical offerings; however, to utilize those offerings it requires consultation hours. It has been challenging to get into HUD streams of funding which may impact the ability to continue with BitFocus. The current contract provides for limited utilization of the software.

It is noted that Mecklenburg County will be using BitFocus. It may be worth exploring if there is an opportunity for collaboration on trainings from BitFocus (virtual, recorded, modules, etc.). There are several options regarding selecting software: utilization of BitFocus staff as in some other CoCs, hiring dedicated HMIS SME staff, expansion of the current contract, RFQ for new software.

Next Meeting: November 19, 2024, 9am