



Funders Committee Agenda

May 2, 2023, from 10:30 to 11:30 a.m.

Virtual Meeting through Microsoft Office Teams

1. Welcome –
Present - Michelle Hemp, Angela Jones, Patrick Duffie, Torrie Kopp-Mueller, Sarah Lim, Aurey Lesley, Johnneisha Prescott, Meghan Sohns, Brenda Konkel, Takisha Jordan, Alicia Spry
2. Select note taker – Jenna Wuthrich
3. Additions to the agenda? None
4. ICA Presentation with Q&A
 - a. Patrick has questions that were submitted two months ago, and Angela provided additional questions she had received.
 - b. HMIS is database that is required by HUD and for some types of HUD funding.
 - c. What is required by HUD and what is locally required – Almost everything is required by HUD, local is County of Service and there will be addition of sexual orientation added in the fall. Local decisions can be made about how to share information.
 - d. HMIS is a database. In WI we have state-wide implementation, all four CoCs use system. Northern IL was added recently.
 - e. Who decides which agencies get access – biggest determinant is the funders. Required for federal dollars, State and Local funders may also require. ICA doesn't make decisions, but ICA is responsible for making sure agencies follow procedures (e.g. client privacy). Agencies may potentially lose access if not following guidelines.
 - f. Who can see information but not enter – this is not done in WI. A few exceptions (e.g. Torrie and Sarah, who need access as program monitors).
 - g. Does ICA have its own mission re: diversity and inclusion – see statement on ICA website to refer for specific language. ICA holds themselves to a high standard to provide equal services to all agencies. Also uses data to bring equity analysis to CoCs.
 - h. ICA does have some defined roles with each agency – for example, agency security officer. ICA does not have specific requirement on how to approach data entry.
 - i. Note - discussion around adding more data quality related questions to funding applications, as well as technical assistance survey.
 - j. New agencies are being asked to have upper management train on system so they know what employees are being asked to do.
 - k. No requirement for annual training but may be added in the future.
 - l. ICA is not specifically trained in Universal by Design.
 - m. Best way for agencies to keep up to date on the system is to read the newsletter. Suggestion made that updates could be shared at HSC general membership meeting so as not to get lost in emails. It was noted that newsletter is valuable and worthwhile for agencies to watch for and read.

- n. Ability of HMIS to interface with other platforms – no data imported into HMIS, starting a VA data import, which is required. It is easy to export HMIS into shared database.
- o. DV agencies who receive specific funding cannot use HMIS, their data is not generally included in systems level analysis.
- 5. Report back from the Shelter Provider discussion – no update. Takisha will provide update at next meeting.
- 6. Develop survey for Homeless Service Providers on what technical support & capacity building they need for funding
 - a. Ask about onboarding for agencies that receive funding, are they happy with what they are receiving? Additional things that should be added to funders onboarding process?
 - b. Question around the areas of data – are they using data, does it hinder them when applying for funding?
 - c. Provide options for training/TA and ask which ones would be helpful, pick top 3, and ask if other topics should be included.
 - d. Sarah will put together draft questions for review for next meeting.
 - e. Note - Potential idea to add HMIS tricks and tips to funding matrix

Next Meeting: June 6, 2023

This meeting will take place through Zoom. If you are not a part of this group, please contact Angela Jones to be included in this meeting.

If you need meeting materials in another format, please contact Angela Jones, (608) 246-4376 and angela.jones@uwdc.org. If you want to be added to the roster please contact Angela Jones.

Duties: Provide a forum for public and private funders of housing and services targeted to homeless and at-risk persons to share information and coordinate activities as possible; use the Community Plan to Prevent and End Homelessness when setting funding priorities; membership will include HSC Board President. Make recommendations to designate the Collaborative Applicant as a Unified Funding Agency. This gives the Collaborative Applicant additional autonomy and responsibilities.