Core Committee Notes – 11/2/2023 Meeting

1. Assign Notetaker – Zach was assigned to take notes and here I am taking them!

2. Introductions (make sure attendance is taken) a. Check-in: something that is going well and something that is not

3. Announcements/Walk on Items

HUD Data Standards - Patrick – Walk-on item about HUD Changes to Data Standards. Wondering if it's going okay with staff, is there more training we need to do around the changes to Data Standards? Just checking in to see how people are feeling about it.

Data Standards training was supposed to be completed by the end of October. Regardless of whether or not you've done the training the site is live and if you've enrolled somebody you have likely come across those new questions. If you don't complete the training you will lose access until it is completed.

HUD is expecting that the data in these new fields will be collected over time however ICA doesn't decide when to start expecting having those fields completed.

For the Training Dashboard, it can take up to 24 hours for a completed training to show up as completed. It updates daily so if you take a training this morning it won't automatically populate that it's completed until the next day. Often times there's another type of error where maybe the emails don't match exactly and therefore doesn't link the credit for the training if that is off.

HMIS Board decided to also add to Housing Enrollment question in order to add Unit Rent instead of Tenant Rent for Housing Projects and Zip Code. We're hoping this field can be useful in informing housing policy, etc going forward in our community.

Point In Time Committee - will be starting soon (Mid-November), for the January PIT Count. That announcement will be coming soon if you're interested in joining!

4. Discussion on process/eligibility for entities to be added to Coordinated Entry Release of Information. Logistics of adding someone to the Coordinated Entry Release of Information.

Used with Coordinated Entry, Case Conferencing, in order to connect people to opportunities. Want to have a discussion around what it should take to get an agency added or what the policy to be added should be.

Historically this has been used mainly for case conferencing. Typically agencies who worked with folks who were experiencing homelessness would come to the outreach case conferencing meeting and make their pitch as to why it would be helpful for them to have access so that they can better share and provide services to clients. The outreach group would then decide and inform ICA staff to add them to the list. However there has never been a formal process.

Question as to whether or not we give people the opportunity of who to share their information with? In the past the thought was that we'd have to have people leave the case conferencing meeting and look up each release of information and that this would be a difficult and time consuming process.

What information is being shared in case conferencing? The CE ROI does list this information out.

Wonder if there's sufficient training on the ROI and for folks to know what it does and doesn't allow them to share. Maybe look into how it looks when you're actually providing this information to a client and what it looks like in practice.

Domestic Violence providers like DAIS do not have HMIS so they have folks who have to be willing to drop a certain level of protection of anonymity in order to enter into the Coordinated Entry system to be referred to services.

This list kept growing because this agencies kept coming to the CoC and asked for help housing specific folks. Mentioned that a lot of the agencies on the list don't actively work with folks or work with other agencies or providers and could likely be taken off the list. However previously we erred on the side of being more lenient so that we don't have as many hurdles to jump through in order to connect providers with information so that people can receive services faster.

What would it look like if we shrunk the CE ROI down to only housing providers, shelter, and outreach and forced other agencies for ROI's? Mentioned that we could likely take a ton of providers off because they tend to force us to use their ROI anyways such as most health providers.

Certain folks mentioned that they find some outside agencies that are not housing providers such as Dane County Jail end up being immensely helpful to share resources/information to better help clients.

Are there currently agencies attending case conferencing meetings that are not required to be there by funding? City of Madison and Dane County are the two that were currently attending and on the CE ROI. We also identified that Dane County Jail re-entry coordinator is one that is identified that should remain.

Idea to go through the list to see who should/should not remain on the list. Think about the unintended consequences of taking certain providers out.

What is the process for being added to the CE ROI list?

Specifically for Dane County Human Services – Melissa gets tripped up with what she can share across divisions? Should it be the entirety of DCHS or should it be a specific division?

December Meeting we will have a draft of what a possible policy could look like in order to vote on how to get agencies added/removed from the Coordinated Entry Release of Information

5. Core Committee

　　　a. Advise the Board of Directors on: annual CoC and EHH application requirements, issues related to operation and performance of the local coordinated entry system, HUD and local priorities for funding and issues related to managing the local homeless management information system (HMIS); remain informed of HUD priorities and requirements; responsible to identify and document gaps in service; complete an annual review of the Written Standards and create schedule for improvements; regularly examine systems performance measures and other identified data points; offer peer to peer technical assistance as needed; identify areas of needed professional development for the HSC;

implement strategies that are outlined in submitted funding applications; prepare annual applications in cooperation with the Lead Applicant for CoC and EHH funds; agencies that receive CoC or EHH funds must participate in this committee.

       b. Review feedback from committee members

       c. Next steps for the group

6. Review any action steps

7. Next Meeting: Thursday, December 7, 2023 1:00 pm- 3:00 pm