

# HMIS Committee Meeting

October 9<sup>th</sup>, 2024 – 10:00am – 11:00pm Eastern Time

**Attendees:** Jim McShane (CareerSource), Eric Layton (BBCoC), Broderick Seabrooks (BBCoC), Micha Allen (BBCoC), Jeannine Fier (City of Tallahassee), Jessica Severa (Apalachee Center), Halle Bush (Brehon), Vicki Butler (CESC), Megan Duncan (CESC), Taketha Branton (Catholic Charities), Diovionne Clifton (Catholic Charities), Gina Dozier (CCYS), Kia Troupe (ECHO), Derek Hubble (Family Promise), Denise Thomas (Family Promise), Red Caloca (Family Promise), Gloria Seabrooks (Family Promise), Emily Mitchem (Refuge House)

## 1. Welcome and Introductions

- **Jim McShane** called the meeting to order at 10:02am.

## 2. HMIS Vendors Request for Proposal (RFP) Updates

- **Eric** explained that the PromisSE HMIS Implementation (composed of 13 CoCs throughout Alabama and the Florida panhandle) began a Request for Proposal in August of this year, with a goal to identify new features, improve our HMIS user experience, and assess costs of our current and potential new vendors.

5 vendors replied (including our current HMIS vendor). The PromisSE leadership team is researching each vendor, with a winning vendor to be announced in early November. Currently, the prices of each potential vendor's submissions are priced significantly higher than what we are paying with Wellsky, but we will continue to negotiate to identify the best and most cost-effective HMIS solution in the coming weeks.

## 3. HMIS Client Search New Feature

- **Eric** announced a new client search feature that allows for searching for, and filtering clients by, date of birth, race/ethnicity and gender. This search enhancement will make it significantly easier to identify existing clients, especially those with common names.

- **Eric** reminded all HMIS users to continue to use best practices of exhausting all available search options before creating a new client record. This will help minimize the creation of duplicate client records and keep accurate client counts across the system.

#### **4. 2023-24 Initial Annual Reporting Results**

- **Eric** presented initial results of a few of our performance metrics from the 2023-24 fiscal year. These results still need to be confirmed through data quality reports and cleanup, but are a rough representation of our system throughout the past 12 months.

Overall, our CoC-wide client count dropped slightly, notably in the total number of children (<18) served, as well as a reduction in the total number of veterans and chronically homeless.

Eric also discussed system-wide data quality items, including missing data elements and timeliness of program entries.

Finally, Eric shared some results and outcomes of a few of our programs, noting that Street Outreach engagement (clients who enter into a formal case management plan) increased to 25%, while total number outreach clients who exit homelessness into positive housing destinations increased to 50% - a noteworthy increase from 42% last year.

#### **5. Community Partner HMIS Concerns, Questions and Comments**

- No comments or thoughts from the community at this time.

#### **6. Adjourn**

- **Jim** adjourned the meeting at 10:26am.

*Next HMIS Committee Meeting is scheduled for Wednesday, December 11th, 2024 - 10-11am*

*Additional HMIS Committee Meetings:*

*\*2025 Meetings to be posted to BBCoC website soon\**

Previous Meeting Agendas and Minutes can be found on the BBCoC HMIS Committee Page:

<https://www.bigbendcoc.org/hmis-committee/>