

HMIS Committee Meeting

December 11th, 2024 – 10:00am – 11:00pm Eastern Time

Attendees: Jim McShane (CareerSource), Eric Layton (BBCoC), Broderick Seabrooks (BBCoC), Tori Stephenson (BBCoC), Johnna Coleman (BBCoC), Lovena Basquin (BBCoC), Fier, Jeannine (City of Tallahassee), Wainner, Robyn (City of Tallahassee), Tatanisha Mccurdie (CESC), Michelle Moultrie-Grant (Brehon), Kaniela Rhymes (CESC), Derek Hubble (Family Promise), Madison Petty (Family Promise), Jill Hodges (Apalachee), Madison Heck (Apalachee), Jackie Fortmann (Leon County), Veronica Major (Family Promise), Ebony Williams (ECHO), Janis Edwards (CCYS)

1. Welcome and Introductions

- **Jim McShane** called the meeting to order at 10:00 am.

2. HMIS Vendors Request for Proposal (RFP) Results

- **Eric Layton** provided an update on the HMIS RFP process, detailing the review of five vendor proposals and their potential new features.
- Out of the five vendors, Bitfocus significantly reduced its bid to stay competitive.
- Despite the appealing features, an immediate \$20,000 data migration fee was a barrier, as agency budgets are set through September 2025.
- The committee voted to remain with Wellsky through the current contract, with plans to re-evaluate the RFP process in May 2025.
- CoCs and Agencies were encouraged to submit their HMIS feature wish lists to the PromisSE Leadership Team to improve Wellsky's service.

3. NEW HMIS Feature: Mobile Portal for Clients

- **Eric** introduced a new mobile portal for clients, allowing them to update demographics, check shelter vacancies, and present a digital check-in card.
- The feature also includes a resource directory for finding nearby services and filtering options for specific needs (e.g., transportation, employment assistance).

- Shelter bed availability display is currently being evaluated due to concerns from providers about increased demand.
- Agencies were encouraged to review their resource listings for accuracy and request updates as needed.

4. HMIS Data Quality Report Update

- **Broderick Seabrooks** presented improvements in data quality reporting using a new tool that will be implemented in January 2025.
- The tool will highlight overlapping enrollments, missing head-of-household relationships, and erroneous CoC codes.
- High-priority errors require immediate resolution, while warnings serve as informational guidance.
- Agencies were reminded to ensure complete and accurate data entry to prevent future reporting issues.

5. Reminder: BBCoC Data Dashboards

- **Eric** showcased the updated BBCoC data dashboards, which provide real-time insights into system performance and client demographics.
- These dashboards highlight the number of individuals served, racial disparities, and successful housing outcomes.
- Agencies were encouraged to explore the dashboards and provide feedback for further enhancements.

6. Point-in-Time 2025 - Volunteers Needed!

- **Eric** emphasized the need for volunteers for the 2025 Point-in-Time count.
- The count helps determine the number of people experiencing homelessness and informs funding allocations from HUD and other stakeholders.
- Volunteers will receive training and be provided with food and support during the event.
- Interested individuals can sign up on the BBCoC website.

7. Community Partner HMIS Concerns, Questions and Comments

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

8. Adjourn

- **Jim** adjourned the meeting at 10:30 am.

Next HMIS Committee Meeting is scheduled for Wednesday, February 12th, 2025 - 10-11am

Additional HMIS Committee Meetings:

Will be posted to the BBCoC website soon!

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

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