

ServicePoint (HMIS) Committee Minutes

**Date:** Tuesday, November 28, 2017 **Time:** 2:30 pm

**Place:** Lake Health Department

3010 Grand Ave Room 1C, Waukegan, IL 60085

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| **1.0** |  | **Call to Order & Introductions** |
| **2.0** |  | **Approval of Minutes** |
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| **3.0** |  | **Chair’s Remarks**  |
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| **4.0** |  | **Staff Reports** |
| 4.14.24.34.4 |  | HMIS Reports* AHAR final data is due 12/1, ½ is submitted, vets are left
* System Performance measures initial actions have been made by the due date, Yareli and Brenda now have time to clean up the data (no due date)
* Yareli did Agency Administration training last week
* Point in Time Reporting is coming soon.

Referral Network Implementation* Community Development is funded for year 2 of the Referral Network
* PCP referrals are live
* The technology is set for Workforce Development referrals

Uses of ServicePoint Presentation* Brenda gave a presentation reviewing all uses of ServicePoint

 Privacy Framework* There are drafts of client consent and agency agreement forms that cover all ServicePoint users.
* This will be presented at the next committee meeting.
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| **5.0**5.15.2**6.0**6.16.2 |  | Old Business Data Quality Framework * Re-reviewed at agency admin meeting
* 3 agencies have still not submitted
* Yareli will stay in contact with admin about quality
* Committee discussed rationale for a timeliness exception for emergency shelter
* Next report will be in January

SSVF Data* Brenda has reached out to TLS Veterans, there is no set meeting yet

New BusinessCharter Review* Committee approved the charter with minimal changes

Building Committee * Reach out to people that would make good committee members!
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| **7.0** |  | **Adjournment** NEXT MEETING: January 23rd, Central Permit Facility |