Data Committee Meeting Agenda

Wednesday, October 1, 2014

12 PM –1 PM

Call in number: 866-687-5608 Code: 230-138-4831

START	12:00	
ONE	**Agenda Item: Welcome & Call to Order**	**Agenda Item Completed**: ☐
	Presenter: Lloyd Schmeidler	**Estimated Time:** 3 minutes
	Background Information: This meeting is for Data Subcommittee Members	
	Supporting Materials: n/a	
TWO	**Agenda Item: Approval of Minutes**	**Agenda Item Completed**: ☐
	Presenter: Lloyd Schmeidler	**Estimated Time:** 3 minutes
	Goal: ☒Share Info ☐Obtain Input ☐Make Decisions	**Formal Approval Needed?** ☒ Yes ☐ No
	Supporting Materials: • Previous meeting minutes	
THREE	**Agenda Item: Update on Reports**	**Agenda Item Completed**: ☐
	Presenter: Laura McDufee	**Estimated Time:** 5 minutes
	Goal: ☒ Share Info ☒ Obtain Input ☒ Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No
	Background Information: Review current work on reports	
	Supporting Materials: n/a	
	Action Items: n/a	
FOUR	**Agenda Item: HMIS Upgrade**	**Agenda Item Completed**: ☐
	Presenter: Sonia Ensenat	**Estimated Time:** 10 minutes
	Goal: ☒ Share Info ☒ Obtain Input ☒ Make Decisions	**Formal Approval Needed?** ☒ Yes ☐ No
	Background Information: General update on ServicePoint upgrade to 5.11. Will also cover impact on reports (report upgrades and prioritization)	
	Supporting Materials: Report Update List	
	Action Items: Approval needed on report modifications criteria n/a	

FIVE	**Agenda Item: HUD update**	**Agenda Item Completed**: ☐
	Presenter: Sonia Ensenat	**Estimated Time:** 15 minutes
	Goal: ☒ Share Info ☒ Obtain Input ☐ Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No
	Background Information: Update on HUD's 2014 NOFA and 2014 AHAR	
	Supporting Materials: n/a	
	Action Items: n/a	

SIX	**Agenda Item: Report Request from Mecklenburg**	**Agenda Item Completed**: ☐
	Presenter: Laura McDufee	**Estimated Time:** 10 minutes
	Goal: ☒Share Info ☐ Obtain Input ☐Make Decisions	**Formal Approval Needed?** ☐Yes ☒ No
	Background Information: Mecklenburg CoC has requested custom reports to accommodate their implementation of Coordinated Assessment. Previously requested to know more about reports requested	
	Supporting Materials: HMIS Report Development or Modification Request Form	
	Action Items: Approve Mecklenburg's custom report request	

SEVEN	**Agenda Item: Data Quality Plan Review**	**Agenda Item Completed**: ☐
	Presenter: Sonia Ensenat	**Estimated Time:** 10 minutes
	Goal: ☒Share Info ☐ Obtain Input ☒ Make Decisions	**Formal Approval Needed?** ☒Yes ☐ No
	Background Information: The preparation and development of this plan included a review of HUD guidelines and data quality plans from HMIS implementations from around the country. This plan was developed using the common 5 elements of a Data Quality Monitoring Plan; Timeliness, Completeness, Accuracy, Monitoring, and Compliance (Incentives and Enforcement). The plan below describes how to implement a data quality and monitoring plan	
	Supporting Materials: 2014 Data Quality Plan Draft	
	Action Items: Approve 2014 Data Quality Plan	

EIGHT	**Agenda Item: Other Items (as time allows)**	**Agenda Item Completed**: ☐
	Presenter: Lloyd Schmeidler	**Estimated Time:** 4 minutes
	Goal: ☒Share Info ☐ Obtain Input ☐Make Decisions	**Formal Approval Needed?** ☐Yes ☒ No
	Background Information: Discussion of training plan, and possible data requests	
	Supporting Materials: n/a	
	Action Items: n/a	