CHIN Governance Committee Meeting Agenda

Monday, January 12, 2015

10 AM – 2 PM

United Way of Greensboro

START	10:00 Welcome & Call to Order	
ONE	**Agenda Item: Introductions**	**Agenda Item Completed**: ☐
	Presenter: Andrea Kurtz	**Estimated Time:** 10
	Background Information: This meeting is for CHIN Governance Committee members and their alternates.	
	Supporting Materials: • [CHIN Governance Committee Member List](#)	
TWO	**Agenda Item: Approval of Minutes**	**Agenda Item Completed**: ☐
	Presenter: Andrea Kurtz	**Estimated Time:** 5
	Goal: ☒Share Info ☐Obtain Input ☐Make Decisions	**Formal Approval Needed?** ☒ Yes ☐ No
	Supporting Materials: • December Meeting Minutes	
THREE	**Agenda Item: CHIN Status Report**	**Agenda Item Completed**: ☐
	Presenter: Andrea Kurtz	**Estimated Time:** 10 min
	Goal: ☒ Share Info ☒ Obtain Input ☐ Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No
	Background Information: *CHIN has been asked to issue this report via email. Any questions will be gathered and communicated to CHIN staff by the Executive Committee.* This will be a standing agenda item. CHIN has been asked to report on: • Current work plan • Staff and Contractors: Who is doing what, including: who are they, what are they working on, how are scopes being established? • Budget Update: projected July-Dec 2014 actuals and any unexpected expenses or savings • Other updates as needed	
	Supporting Materials: • CHIN Report to Governance Committee • CHIN's Updated Work Plan	

FOUR	**Agenda Item: Data Subcommittee Report**	**Agenda Item Completed**: ☐
	Presenter: Lloyd Schmeidler	**Estimated Time:** 30 min
	Goal: ☒ Share Info ☒ Obtain Input ☒ Make Decisions	**Formal Approval Needed?** ☒ Yes ☐ No
	Background Information: The Data Subcommittee will report on recent meetings regarding the 2015 NC PIT and HIC Process and a proposal to modify a drop down menu in HMIS.	
	Supporting Materials: • Data Subcommittee Minutes	

FIVE	**Agenda Item: Transition Subcommittee Report**	**Agenda Item Completed**: ☐
	Presenter: Denise Neunaber	**Estimated Time:** 2 hr
	Goal: ☒Share Info ☒ Obtain Input ☒ Make Decisions	**Formal Approval Needed?** ☒ Yes ☐No
	Background Information: The Transition Subcommittee was formed at the October 13 GC meeting. The Transition Subcommittee is now meeting weekly, with a standing meeting on Friday 2-4. • Update on Subcommittee Tasks • Formation of Privacy Workgroup & SSN Patch • MCAH's budget	
	Supporting Materials: • Proposed budget for MCAH	

SEVEN	**Agenda Item: Communications Workgroup Report**	**Agenda Item Completed**: ☐
	Presenter: Andrea Kurtz	**Estimated Time:** 30 min
	Goal: ☒ Share Info ☒ Obtain Input ☒ Make Decisions	**Formal Approval Needed?** ☒ Yes ☐ No
	Background Information: • Communications Workgroup members will present the HMIS communication needs assessment and a draft FAQ document for discussion and approval.	
	Supporting Materials: • Draft FAQ document re: HMIS Transition • Communication Needs Assessment	

EIGHT	**Agenda Item: Announcements and Reminders**	**Agenda Item Completed**: ☐
	Presenter: Andrea Kurtz	**Estimated Time:** 10 min
	Goal: ☒Share Info ☐ Obtain Input ☒ Make Decisions	**Formal Approval Needed?** ☐ Yes ☒ No
	Background Information:	

END	**4:00 Adjournment**

NEXT MEETING: February 9th, 10am-4pm in Greensboro at the United Way. Monthly in-person meetings will be held in Greensboro on the 2ⁿᵈ Monday of each month through June.