



A program of the North Carolina Housing Coalition

**CAROLINA HOMELESS INFORMATION NETWORK**

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**Data Subcommittee Meeting Agenda**

Wednesday, February 4, 2014

12 PM –12:50 PM

Call in number: 1-218-548-3064 Code: 1234#

<b>START</b>	<b>12:00</b>	
<b>ONE</b>	<b>Agenda Item: Welcome &amp; Call to Order</b>	<b>Agenda Item Completed:</b> <input type="checkbox"/>
	<b>Presenter:</b> Lloyd Schmeidler	<b>Estimated Time:</b> 2 minutes
	<b>Background Information:</b> This meeting is for Data Subcommittee Members.	
	<b>Supporting Materials:</b> <ul style="list-style-type: none"> <li>n/a</li> </ul>	
<b>TWO</b>	<b>Agenda Item: Approval of Minutes</b>	<b>Agenda Item Completed:</b> <input type="checkbox"/>
	<b>Presenter:</b> Lloyd Schmeidler	<b>Estimated Time:</b> 3 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<b>Supporting Materials:</b> <ul style="list-style-type: none"> <li>Previous meeting minutes</li> </ul>	
<b>THREE</b>	<b>Agenda Item: Update on Reports</b>	<b>Agenda Item Completed:</b> <input type="checkbox"/>
	<b>Presenter:</b> Laura McDuffee	<b>Estimated Time:</b> 20 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>Background Information:</b> Many reports were impacted by the 2014 HUD Data Standards and ServicePoint upgrade. This committee was charged with prioritizing the work on reports in ServicePoint and determining which reports to archive. A status update on current work on these reports is provided. NCHC staff will discuss any new reports that have been completed or updated. Brief update on PIT report, expected modifications will also be provided	
	<b>Supporting Materials:</b> <ul style="list-style-type: none"> <li>Report Update List</li> </ul>	
<b>Action Items:</b> n/a		
<b>FOUR</b>	<b>Agenda Item: Request for report modification-Char/Meck</b>	<b>Agenda Item Completed:</b> <input type="checkbox"/>
	<b>Presenter:</b> Laura McDuffee	<b>Estimated Time:</b> 10 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<b>Background Information:</b> Community Link requests that a custom report that allows for the tracking of program goals be modified to include changes to project names and numeric goals. CHIN estimates that the modifications will take 1-4 hours of staff time	

	<b>Supporting Materials:</b> • n/a	
	<b>Action Items:</b> n/a	
<b>FIVE</b>	<b>Agenda Item: Changes to RHYMIS screens</b>	<b>Agenda Item Completed:</b> <input type="checkbox"/>
	<b>Presenter:</b> Laura McDuffee	<b>Estimated Time:</b> 15 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<b>Background Information:</b> CHIN has built RHYMIS screens to match the screens used by MCAH's youth program. Two items from the RHYMIS screen asks clients about their "Reason for homelessness" and "Highest level of education attained." These two items already exist on the entry screen and are required for all programs using HMIS. This committee will determine if these two questions should be added again to the RHYMIS screen.	
	<b>Supporting Materials:</b> • General HMIS vs. RHYMIS chart	
	<b>Action Items:</b> n/a	
<b>END</b>	<b>12:50 Adjournment</b>	
<b>NEXT MEETING:</b> February 25, 2015 at 12:00PM		