

NC HMIS Governance Committee Meeting Agenda

May 11, 2015
9 AM – 4 PM
Greensboro, NC

9:00 WELCOME & CALL TO ORDER

ONE	Presenter: Andrea Kurtz	Estimated Time: 5 min
	Background Information: This meeting is for Governance Committee Members and their alternates.	
	Supporting Materials: Governance Committee Member List	

9:05 APPROVAL OF MINUTES

TWO	Presenter: Andrea Kurtz	Estimated Time: 5 min
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Supporting Materials: <ul style="list-style-type: none"> • April 27th Meeting Minutes 	

9:10 REVIEW OF BY-LAWS AND OUTSTANDING QUESTIONS

THREE	Presenter: Heather Dillashaw, Mike Lindsey & Denise Neunaber	Estimated Time: 4 hours, and if you are good, I might give you a lunch break. 😊
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: <ul style="list-style-type: none"> • There are several outstanding questions related to the overall governance of our statewide HMIS system which need to be discussed before we can move to a final draft of the by-laws. These issues include: <ul style="list-style-type: none"> ○ What is the role of NCCEH in the governance of the NC HMIS? As our state's homeless coalition, they bring a wealth of knowledge and expertise to the table. What is the best way to avail the GC of these resources? How is this affected by State Coalition running BoS CoC? Providing System Admin support to some CoCs? How does having the state coalition staff some CoCs change the relationships between the CoCs & NCCEH and how does it impact access to services from NCCEH for those CoCs not contracting with NCCEH? ○ In the past, in our state, the BoS CoC has subsidized the statewide HMIS, or picked up specific projects for the statewide HMIS. Will they continue to play this role, and if so how will such decisions get made? If any CoC wants to subsidize or pick up specific projects which affect/enhance the statewide implementation, how will these decisions be made? ○ We have very clear guidance from HUD, that the ultimate responsibility for the HMIS system lies with the CoC. In our statewide system, how will we share this responsibility? For issues such as evaluation/monitoring of the HMIS Lead Agency? Hiring/Firing HMIS lead agencies? ○ How do CoCs hold each other accountable for full participation in the GC? What happens if one CoC is not participating in the GC responsibilities? What happens if a CoC pulls out of the statewide HMIS? How do we reassess financial responsibility? ○ What happens if the CoCs dissolve the GC? Each CoC has an independent contract with MCAH, which will still be a valid contract. 	

	<ul style="list-style-type: none"> ○ CoCs bear the financial responsibility to fund the HMIS system. What authority/responsibility are they collectively delegating to the GC? Coordination of payment, negotiating a common contract? How do the CoCs want to handle a situation in which one or more CoCs either can not or does not pay their agreed upon cost allocation? What if this is one of the COCs bearing a significant amount of the cost vs. a CoC bearing a smaller cost? ○ What should the GC's role be in the oversight of statewide data? Who should bear the responsibility for seeking additional funding to support/underwrite or enhance the HMIS system?
	Supporting Materials: By-laws draft

1:00 KAREN DEBLASIO

FOUR	Presenter: Karen DeBlasio Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Estimated Time 1 hour Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: HUD Staff Karen DeBlasio requested time to speak with the GC about the transition process.	
	Supporting Documents <ul style="list-style-type: none"> • Governance Document Timeline 	

2:00 PRIVACY DOCUMENTS FINAL

FIVE	Presenter: Andrea Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Estimated Time 30 minutes Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Background Information: A participation agreement and privacy notice with script will be presented for approval.	
	Supporting Documents <ul style="list-style-type: none"> • Participation Agreement • Privacy Notice/Script 	

2:30 COMMITTEE REPORTS & MCAH UPDATE

SIX	Presenter: Tim West, Corey Root, & Gerry Leslie Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Estimated Time 1.5 hours Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Background Information: <ul style="list-style-type: none"> • Financial Work Group <ul style="list-style-type: none"> ○ This will include a discussion of how licenses are divided up and how new licenses are handled. • MCAH Update • Communications Work Group 	
	Supporting Documents	

4:00 ADJOURN

Next Meeting: Next regular meeting day is Memorial Day and needs to be rescheduled.