

NC HMIS Governance Committee Meeting Agenda

June 8, 2015

10 AM- 4 PM

Piedmont Triad Regional Council

1398 Carrollton Crossing Drive, Kernersville, NC 27284

Call-in line: 1-218-548-3064 Conference passcode: 1234#

10:00 WELCOME & CALL TO ORDER

ONE	Presenter: Andrea Kurtz	Estimated Time: 30 min
	Background Information: This meeting is for NC HMIS Governance Committee members, their alternates, and other interested parties.	
	During introductions, Andrea will lead the GC in a defining roles exercise.	
	Supporting Materials: CHIN Governance Committee Member List	

APPROVAL OF MINUTES

TWO	Presenter: Andrea Kurtz	Estimated Time: 5 min
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Supporting Materials: • May 25 Meeting Minutes	

BY-LAWS WORK GROUP REPORT

THREE	Presenter: Lloyd Schmeidler	Estimated Time: 1 hr
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Background Information: The By-Laws Work Group will present two documents for discussion and approval: By-Laws and Policies & Procedures. The group will also discuss a nominations process and timeline for the new executive committee.	
	Supporting Materials: • Draft By-Laws • Draft Policies and Procedures	

LOCAL SYSTEM ADMIN GROUP

FOUR	Presenter: Andrea Kurtz	Estimated Time: 15 min
	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: A group for Local System Admin is being formed. The group and how it might function will be discussed.	
	Supporting Materials: • LSA Group Presentation (available at meeting)	

FINANCE WORK GROUP REPORT

FIVE	Presenter: Tim West	Estimated Time: 30 min
	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: The Finance Work Group will provide an update including a review of current status of budget/	

	invoicing, transition contracts, MOUs, and NCHC financials.
	Supporting Materials: <ul style="list-style-type: none"> • Bowman & CoC MOU Template

MCAH STANDING REPORT

SIX	Presenter: Gerry Leslie/Sue Saul	Estimated Time: 30 min
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: MCAH staff will provide an update on implementation of NC HMIS.	
	Supporting Materials:	

NEXT STEPS, MOVING FORWARD WITH MCAH

SEVEN	Presenter: Andrea Kurtz	Estimated Time: 2 hr
	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: The governance Committee and MCAH will discuss next steps for moving forward together. MCAH sent a letter of concerns to the GC and a letter from the GC to MCAH was sent in response. This conversation will focus on addressing concerns about how take lessons learned and put them into positive action to move forward together.	
	Supporting Materials: <ul style="list-style-type: none"> • MCAH letter to GC (previously sent to GC members over email) • GC response to MCAH (previously sent to GC members over email) 	

FUTURE MEETINGS

EIGHT	Presenter: Andrea Kurtz	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Background Information: The calendar of future meetings will be discussed. The July in-person meeting may be canceled or rescheduled.	
	Supporting Materials:	

4:00 ADJOURN

Next Meeting: June 22, 2015 via conference call