

NC HMIS Committee Reorganization Proposal

This document outlines a proposal for restructuring North Carolina's committee and workgroup organization.

New Workgroups/Committees

Oversight Committee

- According to the By-Laws, this committee is responsible for leading the process of monitoring the work of the HMIS Lead Agency and Vendor and to be led by the Vice Chair.
- Consider separating into two separate committees (one that focuses on monitoring the HMIS Lead vs. one that focuses on data quality/management)
- Further define scope of this Committee(s):
 - What exactly is the committee overseeing and monitoring (data quality, financials, etc)?
 - How does this committee interact with other committees (e.g. with financial committee regarding financial audit)?
 - What, if any, role does MCAH have on this committee?
 - Does a new Data Committee need to be created and led by MCAH?

Implementation/Operations Workgroup

Develop an Implementation Workgroup to support and enhance MCAH's on the ground NC HMIS implementation and operations by collecting and reviewing feedback from CoC and HMIS stakeholders and collaborating with MCAH to implement solutions.

Workgroup Responsibilities

Responsibilities include:

- Partner and collaborate with MCAH to provide support regarding implementation planning and decision-making
- Collect, organize, and discuss feedback regarding implementation received by all NC HMIS stakeholders
- Recommend solutions for addressing feedback
- Coordinate with MCAH to discuss feedback and solutions – MCAH to implement solutions
 - Use collaborative decision-making process with input from NC GC as needed
- Regularly update the GC regarding feedback and collaboration efforts
- Communicate with NC HMIS stakeholders on an ongoing basis

*While the group acts on behalf of the GC, it should ensure that major decisions affecting the **Core Policies and Governance of the implementation or which have impact on the relationships among the COCs** are raised, discussed, and approved at the GC level.

Workgroup Membership

Workgroup should be comprised of both MCAH staff and NC CoCs:

- MCAH staff includes Sue Saul. Bring in Barb as needed.
- NC staff includes 1 representative from *each* CoC, chosen by CoC leadership. Members may be CoC leaders or HMIS stakeholders with significant knowledge regarding the implementation.

Existing Workgroups/Committees

Transition Subcommittee

Sunset this committee and use Implementation/Operations Workgroup to discuss broader transition topics as needed.

Privacy Workgroup

Sunset this workgroup and use Implementation/Operations Workgroup to discuss broader privacy topics as needed.

Communications Workgroup

Integrate into the Executive Committee or Implementation/Operations Workgroup and sunset this workgroup.

Data Subcommittee

This workgroup stopped meeting when MCAH took over as HMIS Lead. Determine how the work of this subcommittee is integrated into new workgroups/committee and who will manage it (MCAH staff, etc).

Budget Committee/Financial Workgroup

Continue as the Financial Committee, enacted through the By-Laws, led by the newly elected Treasurer.

Governance By-Laws Workgroup

Sunset workgroup once transition work is complete; then integrate this work into the Executive Committee.