

# HMIS Advisory Board Meeting Agenda

Wednesday, July 10, 2019, 10 AM – 2 PM

NCCEH Office, 310 N. Harrington Street, Raleigh, NC

## WELCOME

<b>ONE</b>	<b>Presenter:</b> Brian Alexander	<b>Estimated Time:</b> 5 min
	<b>Background Information:</b> Welcome of members and other guests at the table and online. Brian will discuss today's agenda.	

## APPROVAL OF MINUTES

<b>TWO</b>	<b>Presenter:</b> Lloyd Schmeidler	<b>Estimated Time:</b> 5 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input checked="" 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> Members will review minutes from the May 10, 2019 meeting and suggest corrections. Members will approve meeting minutes.	
	<b>Supporting Materials:</b> <ul style="list-style-type: none"><li>Draft May 10, 2019 Minutes emailed prior to the meeting.</li></ul>	

## INTRODUCTIONS

<b>THREE</b>	<b>Presenter:</b> Brian Alexander	<b>Estimated Time:</b> 45 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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>Background Information:</b> Members will introduce themselves and share their organization, role in the organization, connection and history with HMIS, and what they hope to accomplish as a member of the HMIS Advisory Board.	
	<b>Supporting Materials:</b>	

## APPROVAL OF NEW MEMBERS

<b>FOUR</b>	<b>Presenter:</b> Brian Alexander	<b>Estimated Time:</b> 5 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<b>Background Information:</b> The HMIS Advisory Board will approve new members: Donna Biederman, Erika Ferguson, Melissa McKeown, Nicole Wilson, and Talaika Williams.	
	<b>Supporting Materials:</b>	

## GROUP VISIONING AND GOAL SETTING

<b>FIVE</b>	<b>Presenter:</b> Denise Neunaber and Brian Alexander	<b>Estimated Time:</b> 60 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> The group will discuss the new HMIS@NCEH implementation and their ideas for the future of the system and set short- and long-term goals for our work together.	
	<b>Supporting Materials:</b> <ul style="list-style-type: none"> <li>Interim HMIS Policies and Procedures</li> </ul>	

## LUNCH AND NETWORKING – 30 MINUTES

### GROUP VISIONING AND GOAL SETTING

<b>SIX</b>	<b>Presenter:</b> Denise Neunaber and Brian Alexander	<b>Estimated Time:</b> 30 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> Denise will facilitate a discussion of the new HMIS@NCEH implementation where members will share their ideas for the future of the system and set short- and long-term goals for our work together.	
	<b>Supporting Materials:</b>	

### SCOPE OF WORK AND PRIORITIZATION

<b>SEVEN</b>	<b>Presenter:</b> Denise Neunaber and Brian Alexander	<b>Estimated Time:</b> 50 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> Members will set a scope of work and prioritize activities, including discussion of potential subcommittees and workgroups.	
	<b>Supporting Materials:</b>	

### NEXT STEPS AND ADJOURN

<b>EIGHT</b>	<b>Presenter:</b> Brian Alexander	<b>Estimated Time:</b> 10 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> Members will agree on next steps for the HMIS Advisory Board and discuss frequency of meetings and settle on date of next meeting.	
	<b>Supporting Materials:</b>	

Next HMIS Advisory Board Meeting: TBD