

HMIS@NCCEH Advisory Board Meeting Minutes

Monday, March 30, 2025, 1 PM – 3 PM
HMIS@NCCEH Advisory Board Meeting

WELCOME

ONE	Presenter: Colin Davis	Estimated Time: 5 min
	Collin will begin the meeting at 1:04 PM.	
	Executive Committee Members Present: Colin Davis (Chair, Durham, City of Durham CDD), Anthony Henderson (Durham, City of Durham CDD), Jenny Simmons (Co-Chair, NC BoS, NCCEH), Andrea Carey (HMIS Lead Agency, NCCEH), Danielle DeCaprio (Orange County CoC), Erin Gaskin (Partners Behavioral Health, NC BoS At-Large)	
	At-Large Members Present: Shanise “Kielana” Ham (at large, The REACH Center), Katelin Christiana (at large, Orange County Housing Department), Dr Mike Fliss (at large member, UNC/DHHS Injury and Violence Prevention), Lola Johnson (at large, Urban Ministries), Bettie Teasley (at large, NC Housing Finance Agency), Jessica Aldavé (Secretary, Inter-Faith Council for Social Services, Orange CoC)	
	Others (non-voting members) present: Dr. Latonya Agard (NCCEH Executive Director), Elliot Rhodes (NCCEH Project Specialist), Teresa Robinson (NCCEH Project Specialist), Mia Phillips (NCCEH Project Specialist), Rachelle Dugan (NCCEH Project Specialist), Dashia Shanks (NCCEH Project Specialist), Mira Sanderson (NCCEH)	
	Absent: Nicole Wilson (at large, Durham VAMC),	
	To see full membership click here: https://ncceh.org/hmis-advisory-board-members-07-01-25/	

APPROVAL OF MINUTES

TWO	Presenters: Colin Davis	Estimated Time: 5 minutes
	Danielle DeCaprio motioned to approve the minutes. Bettie Teasley seconded the motion. The motioned to approve the minutes passed. Jenny and Andrea abstained from voting.	

STRATEGIC GOALS – HMIS LEAD EVALUATION UPDATE

THREE	Presenter: Anthony Henderson	Estimated Time: 20 minutes
	A total of 54 submissions were received, representing 51 unique responses, with the difference due to some duplicate submissions. The responses reflected strong representation across regions, including 31 from the Balance of State (BoS), 12 from Orange County, and 11 from Durham County. The process did experience some challenges, which contributed to a longer timeline for completion.	
	It was noted that certain sections of the survey had fewer respondents, resulting in more limited feedback in those areas.	
	Overall, the Data Center was found to be performing well both operationally and technically. The 2026 recommendations will provide a roadmap to further strengthen overall governance and support long-term HMIS sustainability.	

	• Keep the Coordinated Entry Date of Birth error rate at 5% (instead of increasing to 8%) • Set the CE income at entry and exit error rate to 15% (instead of 25%) Jenny noted that improvements seen in FY25 are likely due to the implementation and monitoring of the Data Quality Plan.
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FEEDBACK ON REPORTING PIECES

	Presenter: Andrea Carey	Estimated Time: 30 minutes
FIVE	Andrea presented the Homeless Snapshot Dashboard to the Advisory Board, highlighting how it provides monthly counts of individuals experiencing homelessness. She also facilitated a broader discussion on how communities can better leverage data and reporting tools to understand and address homelessness. The dashboard includes breakdowns by household type, subpopulations, and demographics, as well as year-long trend data that helps illustrate changes over time. These reports are currently used primarily for internal analysis, with the goal of improving data accuracy and informing future public-facing communication. The group also reviewed inflow and outflow reporting, which tracks how many individuals enter and exit the homelessness services system each month. While recent data showed that outflow slightly exceeded inflow, it was noted that outflow does not necessarily indicate successful housing outcomes, as individuals may leave the system for a variety of reasons. This underscored the importance of interpreting system data thoughtfully and within the appropriate context. In addition, members examined a report assessing the effectiveness of street outreach efforts by analyzing outcomes based on length of engagement. Findings indicated that longer engagement does not always lead to improved outcomes, with relatively low rates of positive exits and a significant number of individuals either remaining unserved or exiting to negative or unknown destinations. These insights highlighted challenges related to service delivery, data quality, and data entry practices, as well as opportunities to enhance tools and strategies used by outreach teams. The group also introduced a newer report focused on income and benefits outcomes, which tracks changes in client income, non-cash benefits, and health insurance from program entry over time. This report is intended to support discussions around self-sufficiency and program impact. While early findings show some positive income growth, participants noted ongoing data quality concerns and the need for careful interpretation. Overall, the reports discussed were recognized as valuable tools for strengthening system performance, informing decision-making, and improving communication around homelessness efforts.	

The meeting adjourned at 2:59 PM.

Next HMIS Advisory Board Meeting: Scheduled for May 18, 2026, from 1-3 PM.