

Minutes

HMIS Advisory Committee Meeting

DATE 2/20/2026

TIME 11:30 AM

FACILITATED BY Carolyn Keyser, PEH

In attendance

Liz Doll (Eagle Star), Jennifer Keys (PEH), Carolyn Keyser (PEH), Heidi Markham (PEH), Josiah Lyon (PEH), Becky Miglioratti (DSS), Janice Steimer (PEH), Shermond Reid (Judicial Process Commission)

Agenda Items

1. New programs in HMIS – Father Tracy Advocacy Center, Warrior Salute Nucor House – Transitional Housing, YWCA Persimmon Place, The Salvation Army – ESG Homelessness Prevention Program.
2. Vendor Validation – New certification by HUD for APR/CAPER Reporting. WellSky was one of the first vendors to pass validation.
3. Feedback, concerns, questions – Case Plans/Goals tab in HMIS – confusing, what’s required, what needs to be in what section? Can this be changed?
4. LSA* Report to HUD – reviewed what the LSA is and issues that need to be worked on given the results of the most recent submission. Prior Living Situation, Destination, Age.
5. SPM** Report to HUD – reviewed what the SPM is and what areas are covered by it. Why it’s important. Several measures seem to be trending in the wrong direction, though final report has not been completed yet.
6. Data Quality Discussion – what can be done to work on some of this? Becky confirmed that their data shows that some of their highest exits are After Hours placements that don’t return to the agency and “Left shelter on own” (even though they were eligible for DHS support).
7. HMIS Data Quality Plan (Policies and Procedures) – Carolyn will be sending a draft version of this policy a week before we meet for you to review and prepare your thoughts/questions before the meeting. Next meeting we will be going through this policy.

Action Items

- Carolyn will send out draft Data Quality (DQ) Policy and Procedures/Plan one week before meeting.
- Group – Read and review DQ P&P. Come prepared with comments and suggestions.
- Send out email about the group to get more members.

Next meeting

The next meeting is on March 20, 2026, at 11:30am via Zoom.

*LSA – Longitudinal Systems Analysis

**SPM – System Performance Measures