

# Minutes

## HMIS Advisory Committee Meeting

**DATE** 3/20/2026

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**TIME** 11:30 AM

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**FACILITATED BY** Carolyn Keyser, PEH

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### In attendance

Lisa Greer (YWCA), Jennifer Keys (PEH), Carolyn Keyser (PEH), Heidi Markham (PEH), Josiah Lyon (PEH), Becky Miglioratti (DSS), Shermond Johnson-Reid (JPC)

### Agenda Items

1. Updates
  - a. Housing Inventory Count (HIC) and Point in Time Count Reports are in process. They are due to HUD on 4/30/2026. The HMIS Team will be reaching out for client counts, inventory updates, and data corrections.
  - b. We will have updated HMIS Data Entry forms on our website that reflect the Fiscal Year 2026 HUD Data Standards. In addition, there will be an updated Appendix for the HMIS ROI with new HMIS participating agencies listed. This will also be posted to our website.
  - c. We have a new process for requesting HMIS licenses for users. New user request forms must be accompanied by a HAT (Housing Assessment Tool) certificate of completion. If the Certificate is not included, the User License Request will not be accepted and will be “returned,” letting the requestor know the certificate is needed first. This new procedure starts Monday, 3/23/2026.
2. Community updates/concerns/feedback: None.
3. Data Quality Plan Review: Reviewed the areas of data completeness, timeliness, accuracy, consistency, and bed coverage.

### Next meeting

The next meeting is on April 17, 2026, at 11:30am via Zoom.