

Minutes

HMIS Advisory Committee Meeting

DATE 4/17/2026

TIME 11:30 AM

FACILITATED BY Carolyn Keyser, PEH

In attendance

Elizabeth Doll (Eagle Star), Lisa Greer (YWCA), Shermond Johnson-Reid (JPC), Jennifer Keys (PEH), Carolyn Keyser (PEH), Heidi Markham (PEH), Becky Miglioratti (DSS)

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 data corrections or questions. Most of this work will be with Emergency Shelters, Safe Haven, and Transitional Housing.
 - b. Updated 2026 HMIS Data Entry forms are now available on our website. In addition, there is an updated Appendix for the HMIS ROI containing new HMIS participating agencies, a new version of the User License Request Form, a User Removal Request Form, and a Fiscal Year (FY) 2026 Data Standard Changes Overview. As a reminder, all new user requests must have a HAT (Housing Assessment Tool) Training Completion Certificate with their completed New User Form.
 - c. The HAT Training is now available on demand in our PEH Learning Center. Instructions for access were emailed out earlier in the month.
 - d. Code Blue may have had a few less people this year. The number of hotel beds needed this year greatly decreased from last year.
2. Privacy Policy Review: The group began to review a draft of the Privacy Policy.

Action items:

- Add in depth section regarding victims of abuse in relation to provider mis-care (Justice Center), APS, and CPS reporting.
- Add more detailed section on dealing with police/law enforcement requests.
- Research Requests: General consensus that de-identified data requests from credible sources were ok, but identifiable data requests were not acceptable. Add this to policy.

- Review what other CoC's are doing in relation to the above areas.
- Check CoC Bylaws for policies on client complaints. Request feedback on legal issues from the Board.
- Review group's thoughts on verbal consent at upcoming meeting. When is this ok?
- Make sure our Opt Out Client Policy is included.

Next meeting

The next meeting is on May 15, 2026, at 11:30am via Zoom.