

# Minutes

## HMIS Advisory Committee Meeting

DATE 8/15/2025

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TIME 11:30 AM

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FACILITATED BY Carolyn Keyser, PEH

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### In attendance

Rachel Bailey (PCHO), Tree Clemonds (PEH), Jennifer Keys (PEH), Carolyn Keyser (PEH), Heidi Markham (PEH), Janice Steimer (PEH)

### Agenda Items

1. **Policies and procedures regarding organization eligibility for HMIS participation?**

Discussion Notes:

The HMIS Policies and Procedures don't clearly define what makes an organization eligible to join HMIS. The policies reference agencies that provide services to people experiencing homelessness and at risk of homelessness, but they do not clearly delineate qualifications for eligibility.

Who should be able to participate in HMIS? Law enforcement? City or County Personnel? What would be their reason for participating? What is best for the community and the goal of ending homelessness?

Can we add an overarching clause that the HMIS Lead and CoC Board have the final authority to determine participation in HMIS?

This is a subject that has more immediacy and should be addressed more quickly, separately from the ongoing larger update of the policies and procedures.

### Action Items

- Carolyn will research what other CoC's have in their policies regarding access to using HMIS.

- Tree can bring this topic to the CoC's board meeting in September for a more immediate resolution. She will need a formal summary of the questions to be addressed.
- Group - Read and review Section 9 - HMIS Client Data Policies and Procedures in the HMIS Policy and Procedures Manual and prepare any suggestions for updates/additions.

## Next meeting

The next meeting is on September 19, 2025, at 11:30am via Zoom.