



McHenry County Continuum of Care to End Homelessness

HMIS Committee – April 2nd, 2024 at 10:00 AM

To attend virtually: <https://meet.goto.com/967336581>

To attend by phone: +1 (571) 317 -3122 Access code: 967-336-581

Next meeting date: Tuesday, May 7th

1.0 Call to Order

2.0 Public Comment Period

3.0 Approval of Previous Meeting Minutes

3.1 January Minutes

3.2 February Minutes

3.3 March Minutes

4.0 Presentation – Bitfocus Clarity HMIS Vendor

4.1 Application Demo w/ Joel Remigio

4.2 Q & A

5.0 Open Forum and Member Announcements

6.0 Adjournment

Meeting Minutes

McHenry County Continuum of Care to End Homelessness

HMIS Committee – January 3rd, 2024 at 10:00 AM



To attend virtually: <https://meet.goto.com/967336581>

To attend by phone: +1 (571) 317 -3122 Access code: 967-336-581

Next meeting date: Tuesday, February 6th

1.0 Call to Order

2.0 Public Comment Period

4.0 Presentation – *Joe Davis HMIS Administrator*

3.1 Introduction to HMIS Committee and Goals

- J Davis introduced the new committee and gave a brief overview of the committee's hope to provide a space for discussing HMIS data, common issues, and data quality.

3.2 Rotating structure of Agency Admin / End User Meetings

- J Davis explained that the HMIS Committee will meet monthly and will rotate between End User Meetings and Agency Admin Meetings. End user meetings will focus more on day-to-day use of HMIS and training while the Agency Admin meetings will include information on federal reporting/regulations.

3.3 Overview of McHenry County homelessness data from 2023

- J Davis gave a brief overview of 2023 HMIS data that included a breakdown of clients served in each project type (SO, TH, PH, ES). J Davis also explained that he will provide a more in-depth overview of the 2023 data during the February meeting. This is due to WellSky updating the system on January 5th, 2024.

3.4 Update on 2024 Data Standards and HMIS Reports

- J Davis covered the timeline of events with WellSky and the 2024 Data Standards Update. WellSky was unprepared for the 2024 data standards update and as a result many of the HMIS reports (including SPM and APR) have not been working. This was updated on January 5th and most of the reports are now available.

7.0 Looking Forward

7.1 Review / Initial Thoughts on Data Quality Management Plan

- J Davis introduced the DQMP to the Committee and asked for comment/feedback. B Kyker proposed several small changes including changing the statement that the CoC will make data quality a meeting agenda item at EVERY board meeting. The second change is that the

CoC will acknowledge provides with high levels of data quality in the quarterly CoC general membership meeting. This needs to change to annually, not quarterly.

7.2 HMIS Vendor Wishlist

- J Davis introduced the idea of investigating new HMIS vendors and asked for feedback on what people like/don't like about our current HMIS. G Zinck explained that the reporting with WellSky is not great and the custom reports they have made for us in the past don't work. The inability to update the VI-SPDAT is one specific issue mentioned by G Zinck. K Hauri mentioned that HOS was looking into other HMIS-like systems that would allow them more case management tools and mental health billing assistance. J Davis said that they would continue this discussion at future meetings. F Samuel added that we should consider going to WellSky with our "wishlist" before receiving proposals from other vendors.

7.3 Future Meeting Training Topics

- Tuesday, February 6th at 10am will be the next meeting. J Davis encourage anyone to send training topics or education ideas.

8.0 Open Forum and Member Announcements

9.0 Adjournment

- B Kyker made the motion to adjourn and S Martinez seconded. The meeting was adjourned at 10:43am.

Meeting Minutes

McHenry County Continuum of Care to End Homelessness

HMIS Committee – February 6, 2024 at 10:00 AM



To attend virtually: <https://meet.goto.com/967336581>

To attend by phone: +1 (571) 317 -3122 Access code: 967-336-581

Next meeting date: Tuesday, March 5th

1.0 Call to Order

- J Davis called the meeting to order at 10:02am

2.0 Public Comment Period

- There were no public comments.

5.0 Presentation – *Joe Davis HMIS Administrator*

5.1 Updated Look at 2023 Data and 2023 LSA

- J Davis gave a data review of 2023 calendar year and 2023 LSA data. The data will be emailed out to committee members later in the week.

5.2 New Data Quality Tool – Eva

- J Davis introduced Eva, which is an open-source data quality tool that is sponsored by HUD. J Davis gave a demonstration on how to prepare a HMIS Hashed CSV export and uploading it into EVA. J Davis explained that he hopes to use Eva to help monitor data quality across the system.

5.3 Quick Training – Finding and Fixing Data Errors

- J Davis provided a quick training on adding a client's income in HMIS and how to edit their income when it changes.

10.0 Looking Forward

10.1 Review / Initial Thoughts on Data Quality Management Plan

- After no further comments/edits from the committee, B Kyker made the motion to approve the Data Quality Management Plan AFTER the couple changes that he suggested were made. The changes were that the CoC will not make data quality a meeting agenda item for EVERY meeting and will only highlight providers annually, not quarterly. The motion was seconded by G Zinck. The motion passed unanimously.

10.2 HMIS Vendor Wishlist

- J Davis asked the committee what their thoughts were on our current HMIS vendor and if we should start looking at other vendors. G Zinck expressed frustration with WellSky's lack of working custom reports and a system that feels unintuitive. She says it would be better to have a more intuitive system that has better resources, so it would be more user-friendly. K Hauri

seconded this thought from Gina. B Kyker proposed that we begin reaching out to other HMIS vendors, like Bitfocus Clarity, to see if they could provide us with a demonstration or sandbox implementation. J Davis will create a survey to send out to HMIS End Users to get everyone opinions on our current HMIS and what they would like to see. J Davis will look into contacting these vendors and report back in March.

10.3 Future Meeting Training Topics

- The next meeting will be Tuesday, March 5th at 10am. It will be an Agency Admin meeting. G Zinck requested we look at PIT/HIC data.

11.0 Open Forum and Member Announcements

- G Zinck announced that their new program – Urgent Resource Support is launching tonight 02/06/2024. This project is in HMIS so the team is excited to see the impact.

12.0 Adjournment

- B Kyker made the motion to adjourn the meeting and G Zinck seconded the motion. The meeting adjourned at 10:50am.

Meeting Minutes

McHenry County Continuum of Care to End Homelessness

HMIS Committee – March 5th, 2024 at 10:00 AM



To attend virtually: <https://meet.goto.com/967336581>

To attend by phone: +1 (571) 317 -3122 Access code: 967-336-581

Next meeting date: Tuesday, April 2nd

1.0 Call to Order

2.0 Public Comment Period

6.0 Presentation – *Joe Davis HMIS Administrator*

6.1 2024 Point in Time data

6.1.1 JD shared a spreadsheet of the current PIT data. JD explained that there has been trouble including all of the Hotel clients since they don't use HUD entry. JD and GZ are working on it and hope to have it sorted before the PIT is due. The PIT due date has not been announced yet.

6.2 Quick Training – Managing Households and Coordinated Entry Referrals

6.2.1 JD provided a brief walkthrough training on adding a new client to a household and entering them into an active project. JD also gave a refresher on making a coordinated entry referral and entering the appropriate data. GZ added that when they include a follow up date, they must actually do the follow up and mark it in HMIS or the CE referral will be incomplete.

13.0 Looking Forward

13.1 HMIS Survey Results

13.1.1 JD shared his screen and the committee briefly reviewed the results from the HMIS survey. Only 6 people had completed the survey, so there was not any

conclusive data, but everyone who answered seemed to be in agreement that WellSky has some serious issues with reporting, customization, and user friendliness. The committee was in agreement to move forward with looking at other vendors.

13.2 HMIS Vendor Update

13.2.1 JD shared that he met with a representative from Bitfocus Clarity and that they sound like a promising HMIS provider. Clarity has offered to perform a demo and answer any questions the HMIS Committee may have. The committee agreed to invite Bitfocus Clarity to the next HMIS Committee.

14.0 Open Forum and Member Announcements

14.1 There were no additional announcements

15.0 Adjournment

15.1 The meeting was adjourned at 10:31