

PAC Meeting 12/14/2022

Attendance: Joseph T., Melissa M., Anita D., Hannah B., Dawn S., Joe B., Anny L. Kim C., Denise A., Chas O., Stephanie M., Tanya K., Mark K., Jody Z., Sherry S.

Introduction of New PAC Members

Kim C- Director for River City DV Shelter overseeing the ESG grant

Tanya K- Program Manager of the FAST Grant and works with tribes in SD with SD Network Against Family Violence and Sexual Assault

November Minutes

Motion to approve by Anita, 2nd by Dawn. Unanimous approval, none opposed

COC staff Update

Joseph

Current series of invites going to be canceled and a new meeting invite will be issued to include all new members.

Quarterly Meeting Tuesday was well attended but not well engaged.

PIT progress is moving forward no issues noted.

Legislative day on 1/23/22- Flyer created for a previous meeting and will need some updated stats but then it will be sent out, highlights new project and last years pit count and demographic information is included.

What to expect- Get people into main hall in the building in Pierre and update officials to what is currently occurring in SD and handing them flyers/letter. We need to prove we are informing policy making.

Working on Data submission for LSA (Longitudinal System Analysis) and the HMIS to correct missing data in order to have the process go smoother next year. Provides the opportunity for conversation with agencies in order to revisit data collection if there is consistently missing data information. Noticing some inconsistencies and having people going through and cleaning up the data. It is due on January 11th.

Denise

ESG-CV 63% spent to date but extended til 9/2023

ESG 21 expires in 3/2023

April Application will be ready to be submit for ESG 23 funds.

YHDP training programs are getting set up with the HMIS system. This will bring in new agencies as well.

Internal changes are occurring with HMIS and changing some break ups of the oversight of Data quality and entry. Working on establishing training videos for users and updating on website. Anticipate that these changes are going to be beneficial.

Stephanie

Working on system fixes. Working on getting issues resolved either this week or next week.

Augustana is evaluating CE. There will be a call on 12/20/22 and involves a large amount of stakeholders with CE. Including households served by coordinated entry and providers. Should take about 8 months to complete.

Working towards YHDP expansion for 3 youth advisory board meetings in December and identified some members looking at CE for those mechanisms. Launch for YHDP is in January. Will include update into production site.

Updates for 211 connecting databases

No new updates. Walk through the work flow with the programmers to see what type of compatibilities there are and what type of integration is going to occur.

Next step is meeting to walk through the workflow and get them the software.

Board meeting occurred for Home Arp- has been fully allocated and those projects should be available in the next year or so.

Review HMIS Forms

Informed consent- agency explains what the HMIS system is and what information is shared. Plan is to get rid of the form and to come up with a script for the informed consent and post the rights that the client has in the agency.

Policy updated to change language and update about to reflect procedure changes. PAC has opportunity to review and make suggestions in the google drive on the forms. Wants to ensure especially with consent that reflects those in HMIS.

Information and discussion is occurring for what it looks like for those who are not involved with HMIS access. Looking at how to handle the relationship with agencies who are not CHOs.

The MOU has restricted options for the clients who do not want certain information released. Part of the informed consent and privacy practice and will to promote how people need to proceed about knowing their rights as clients as well as what is disclosed. This is just required to be posted and the conversation is had with the case manager. Will need to review the language on the posting to ensure that it is accessible.

If people could read through the client rights and informed consent to give feedback on how to make it more concise before the next January meeting.

Agency Agreement talking points, adding partnership agreement as an appendix to the SD agency partnership agreement. Making sure that additional items are included in the document in order to provide easy of access and including it all together. To ensure that the dependencies

are including the other documents in order to provide it in one location. Provide more information regarding glossary of terms and data quality standards too.

Next Meeting is January 11th

It is expected that the PAC works on these documents are that these documents should be ready to be approved by the 11th. PAC members are encouraged to make the comments on the google doc. Make comments in the originals not the copies.

Governance TA

YHDP desk officer goes through governance technical assistance to provide further training and provide education about roles and responsibilities. This was suggested by Amy Harmand Derror- for YHDP projects. Has not heard back yet about this and is seeking what the time commitment would be to get this training.

Feedback needed for PAC for onboarding process

Feedback for onboarding process requested to determine what is involved.

Folder in Google docs with all the onboarding documents to review. Some are SD created some are HUD created.

Could use a video that explains what everything is.

Please review and see if there are any suggestions that would be beneficial to new PAC members.

Suggestion- is there some documents that need to be looked with more priorities than others.
Answer- the SD pertinent information regarding timelines and programs.

Motion to Adjourn the meeting

Motion made by Sherry, Anita 2nd, unanimous in favor, none opposed. Meeting was adjourned.