

# DASH Great Lakes

## HMIS Advisory Board Agenda

Wednesday, April 16<sup>th</sup>, 2025

**1:30 PM – 3:30 PM**

Virtual Teams Meeting

1. Welcome, Introductions, and Roll Call – Katie  
Present: Lisa Haen, Erin Evosevich, Abigail Jeffers, Joe Locher, Melissa Taggart, Ashley Wisnefske, Channon Jordan, David Siegel, Sarah Parker-Scanlon, Kim Sutter, Chandler Miller, Joe Davis  
  
Excused: Kelli Steffey
2. January Minutes Approval – Erin  
Motion to approve – Sarah. Seconded – Lisa. Approved.
3. Board Member Renewals – Adam  
All members with expiring terms agree to remain on t-he Advisory Board for another two years
  - a. Lisa Haen
  - b. Erin Evosevich
  - c. Joe Locher
  - d. Melissa TaggartMotion to approve all four – Abigail. Seconded – Joe D. Approved.
4. Review Office Positions – Adam
  - a. Chair  
Erin agrees to continue serving as Chair
  - b. Vice Chair  
Lisa nominates Melissa for Vice Chair. Melissa accepts nomination.
  - c. Secretary  
Joe L agrees to continue serving as Secretary

Motion to approve all three officer positions – Sarah. Seconded – Lisa. Approved.

5. Governance Documents Review – Katie

a. HMIS Policies and Procedures

Changes to include DASH Great Lakes throughout and bolster language around data protection

Added McHenry County CoC

2.1 – 2FA change from 180 days -> 90 days for trusted devices

2.2 – HMIS User Responsibilities

Added responsibilities 2, 7, 12, and 13 to the list

Read Only is not an option – language added to make clear

2.7 – Minimum Computer Requirements and browser requirements to address usage of mobile devices

2.8 – License fees

Minor change to wording

2.10 – Violations

ICA staff can determine if there is a need for a different resolution to a user or agency violation

3.1 – Privacy

Added: Immigration and citizenship status is not and will not be collected in HMIS

Use and Disclosure

Removed #4 regarding serious threats to health or safety. Did not match privacy standards

Changes to #5 – providers may, but are not required to, disclose protected information to law enforcement officers under specific circumstances. Detailed what those circumstances might be. Aligns with HUD data standards. Requests for data may be sent to ICA.

Removed #9 regarding public health emergency

3.3 – Partner Agency Workplace Requirements

Added language to address the use of HMIS outside of the United States including travel advisory and “do not travel list”

3.7 – Open Data changed to Shared Data

### 3.12 – Prohibited HMIS Activities

Added prohibition on use of AI in HMIS.

### 5 – Glossary

Some changes to better define terms

### 7.4 – Date Completeness Standards

Outreach – “after client enrollment date” changed to “after client date of engagement”

#### b. Agency Partnership Agreement

Change to DASH Great Lakes

Updated hyperlinks on governance documents

#### c. HMIS User Agreement

Change to DASH Great Lakes

Added McHenry County CoC

Added Norther Illinois Helpdesk email

Added 16 & 17 to list of user affirmations

#### d. Governance Charter

Change to DASH Great Lakes

Added McHenry County CoC

Change to 6 CoC where it mentioned 5 CoC

Added signature line for McHenry County to sign the charter

Added to #3 “ICA will consult with each CoC lead in the selection of CoC representation of the HMIS Advisory Board”

#### e. Coordinated Services Agreement

Change to DASH Great Lakes

Added Norther Illinois Helpdesk email

#### f. Consumer Privacy Notice

Remove “Other Government Authority” from sharing

#### g. HMIS Release of Information

Change to DASH Great Lakes

Updated list of participating HMIS agencies

Motion to approve revisions to HMIS governance documents in their entirety – Channon. Seconded – Lisa. Approved unanimously.

Documents will be sent to CoC governing bodies for review and questions sent back to Adam. Should be formalized this Summer.

6. Agency Announcements – All

Having limited communication with federal partners.

Motion to adjourn – Lisa. Seconded – Melissa. Approved.