CMIS Committee

AGENDA

I. MEETING DETAILS

Chairperson: Daniel Ramos III (CMIS Administrator)
Co-Chair: TBD
Date: June 14th, 2022
Time: 3:00 PM
Location: Virtual

II. ROLL CALL.

The following persons were in attendance:

The following persons were absent:

III. CALL TO ORDER.

Meeting Agenda

- Confirm the CMIS committee members
- Co-Chair Requested
  - ✓ (Duty to assist the chair with calling meetings to order, documenting quorum, announcing business/agenda, enforce rules of committee, etc.)
- CMIS Quarterly Spokane Housing System Dashboard
- Evaluate and propose modifications to the CMIS program priorities, including scope of work
  a. CMIS Scope of Work Review
  b. CMIS Performance Outcomes
- Advise on governing policy and procedures
  a.

8e.	Has your CoC approved a plan for privacy? (24 CFR 578.7(b)(3)
8f.	Has your CoC approved a plan for security? (24 CFR 578.7(b)(3)
8g.	Has your CoC approved a plan for data quality?(24 CFR 578.7(b)(3)

- Hiring updates
- Open forum

III. ADJOURNMENT.

Next scheduled CMIS committee meeting is July 12th, 2022at 2:00pm
Location: TBD

Minutes submitted by: _____Daniel Ramos_____

Approved by: _____Daniel Ramos III_____

CMIS Committee Responsibilities

- Assist with determining the guiding principles and vision for the CMIS program, including strategic planning.
- Assist with expanding CMIS participation and reducing reliance on 'legacy' databases, including: coordination of resources, coordination of data integration, and determination of policies and procedures.
- Advise on governing policies and procedures for the CMIS program.
- Review and provide input on the CMIS cost structure.
- Evaluate and propose modifications to CMIS program priorities, including scope of work.
- Provide input on the minimum data requirements for CMIS participating projects.
- Define criteria, standards, and parameters, for the release of aggregate data and reports out of the **CMIS.**
- Advise on compliance and privacy protection provisions in the administration of the CMIS.
- Advise on CMIS trainings, including course content and training options.
- Participate in the selection of the CMIS software used by the CoC.
- Set and evaluate performance standards for CMIS Lead.