System Performance Committee Meeting Minutes

Date/Time
September 17, 2025; 2:00 PM – 4:00 PM

Roll Call

Name	Present
Tamara Bauman	Y
Sherry Tillman	Y
Ruby Romero	Y
Marvin Futrell	Y
Kristina Sawyckyj	Y
Frank Schott	A
Ben Vaagen	Y
Victoria Ewig-Kwan	Y
Mustafa Mohammed	Y
Shawna McMahon	Y
Vacant	

Roll Call – 9 members present – 1 member absent
Quorum is met - Yes

Land Acknowledgement & Theory of Change
- **Land Acknowledgement:** The King County Continuum of Care Board acknowledges that we work on the unseated traditional lands of the Coast Salish peoples, especially the first peoples of Seattle, the Duwamish people. The original stewards of the land, past and present. We honor with gratitude the land itself and the Duwamish tribe. This acknowledgement only becomes meaningful when combined with accountable relationships and informed action and is the first step in honoring the land that we today sit on and their peoples.
- **Theory of Change –** If we create a homelessness response system that centers people who have lived experience of homelessness, then we will be able to meet needs and eliminate inequities, in order to end homelessness for all.

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Agenda 1: Approve last month's meeting minutes – There wasn't an August meeting so there are no meeting minutes to approve.

Public Comment- No public comment was provided.

Topic 3: Feedback: Kristina S - Board Updates & Committee Goals

Topic 4: BitFocus – Workplan Update & System Figures

Presentation provided by Lauren and Rohan from BitFocus. Update on Annual Data Quality Improvement Plan. The Annual Data Quality Improvement Plan consists of, four data quality dashboards, which covers data from different sections that are entered into HMIS.

Topic 5: Daniel R - New HMIS Onboarding Policy

Current State: How HMIS Onboarding Works Today

What's New: Expanded Onboarding Pathway

Who Gets In: Eligibility & Approval Standards

Your Role: What the Committee Decides

Where We're Headed: Next Steps & Timeline

Daniel R – Motion to Endorse New Guidelines Review
Motion: Recommend that the new "HMIS new agency onboarding policy" move forward to the next levels with the endorsement of the SPC

Motioned By: Kristinia Sawyckyj

Seconded By: Ruby Romero

Roll Call – 7 Yes votes
Motion was passed

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Vacant	

Topic 7: Daniel R – Gender Field Updates

HUD has given directions to introduce a new data element 4.21, which is the sex field.

KCRHA has communication ready to go out to partners, program staff, and providers.

The BitFocus team is ready to introduce the new data element into the system so that we are in compliance with HUD.

Because there are no policies around data quality, meaning what our expectations are of agencies and we don't have instructions from HUD the messaging around this is going to be do not let this data element interfere with client engagement.

Discussion (All) – HMIS Lead Compliance Matrix – Move to October meeting

Daniel R – Housing Inventory Count: 2025 - Move to October meeting

Next Steps & Adjourn –

- Next meeting: Wednesday, October 15th, 2:00pm -3:00pm