System Performance Committee Meeting Minutes

Theory of Change

If we create a homelessness response system that centers people with lived experience of homelessness, then we will be able to respond to needs and eliminate inequities, in order to end homelessness for all.

Land Acknowledgment

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.

Date & Time

October 21, 2026; 2:00 – 4:00 pm PT

Roll Call

Name	Present
Tamara Bauman	P
Sherry Tillman	P
Ruby Tuesday Romero	P
Marvin Futrell	Absent
Kristina Sawyckyj	P
Ben Vaagen	Absent - Excused

Mustafa Mohammed	P
Shawna McMahon	Absent - Excused
Becky Gilley	P
Ellen Waters	P

- Roll Call – 7 members present – 3 absent
- Quorum Met – Yes

Meeting Minutes Review:

- Motion: Approve the September meeting minutes – Ruby Tuesday Romero
- Second: Tamara Bauman
- The motion was approved by voice vote with one abstention

Public Comment: No public comments were made during the meeting or submitted in writing.

November Meeting Vote:

November System Performance Committee Meeting Rescheduling

The committee discussed rescheduling its November meeting due to a scheduling conflict with the November CoC Membership Convening, which is expected to host approximately 200 participants. Members agreed that rescheduling would help maintain continuity of the committee's work while allowing members to participate in the convening.

After considering potential dates and holiday conflicts, the committee proposed moving the meeting to Tuesday, November 10, 2026. To accommodate members' availability, the meeting time was adjusted to **3:00–4:30 PM**.

- Motion**:** Move the System Performance Committee meeting to 11/10/2026 from 3-4:30pm – Ruby Tuesday Romero
- Second**:** Tamara Bauman
- The motion passed unanimously, with three votes in favor and no votes opposed or abstentions.

Meeting Topic: SPC Co-Chair and Recruitment Discussion - Daniel Ramos III

Co-Chair Recruitment and Selection

The committee discussed how to fill the vacant System Performance Committee (SPC) co-chair position. The current charter requires the co-chair to be a Continuum of Care (CoC) Board member. Members discussed the importance of identifying a candidate who aligns with the committee's needs and brings strong leadership, strategic vision, and a commitment to community-centered, values-driven decision-making.

Key discussion points included:

- **Charter requirements:** Ruby shared that the CoC Board is believed to support having one membership representative and one CoC Board member serve as co-chairs. She encouraged members to advocate for retaining this structure in the revised charter.
- **Leadership qualities:** Members emphasized the importance of selecting a co-chair who demonstrates strong leadership, strategic thinking, and a willingness to challenge the status quo and advance meaningful system improvements.
- **Role and responsibilities:** Daniel explained that the co-chair helps facilitate meetings, ensure compliance with public meeting requirements, and establish the committee's agenda and strategic direction. Potential priorities include continuity in federal reporting during contract transitions, oversight of emerging technologies such as artificial intelligence, and ensuring equitable representation of diverse populations in system reporting.
- **Potential candidates and recruitment:** Catherine confirmed that applications had been received from CoC Board members for the Coordinated Entry Committee and agreed to review whether additional applications had been submitted for the SPC. She also offered to distribute a recruitment message to CoC membership regarding the SPC co-chair opportunity.
- **Candidate selection:** Members acknowledged the importance of being thoughtful and selective in identifying a candidate who has the appropriate experience, values, and vision for the role. The discussion also highlighted the need to clarify the relationship between the CoC Board and the SPC to support informed selection decisions.

Next Steps:

- Catherine will review the status of CoC Board member applications for the SPC and share a recruitment message with CoC membership. Daniel will coordinate with Catherine on drafting the recruitment message.
- The committee will continue discussing candidate qualifications and selection criteria, informed by the committee member application review process and the revised charter.

Meeting Topic: **Committee Member Recruitment and Application Review Process**

Daniel Ramos presented a proposed framework to establish a more consistent, transparent, and equitable process for recruiting and evaluating System Performance Committee (SPC) applicants. He noted that the current process lacks standardized evaluation criteria and that multiple vacancies have highlighted the need for a clearer approach. The committee discussed the importance of maintaining diverse representation while the charter revision process is still underway.

Key discussion points included:

- **Objective evaluation criteria:** Daniel proposed using a skills, knowledge, and abilities framework to assess applicants across domains such as data and performance literacy, homelessness response system knowledge, policy and governance, equity and lived experience, leadership, communication, and collaboration.
- **Proposed rating rubric:** The framework would use a 1–5 rating scale with defined criteria for each level of expertise. The goal is to assess how applicants' strengths complement the committee's collective capabilities rather than expecting every applicant to demonstrate expertise in every area.
- **Transparency and equity:** Members expressed support for a documented, consistent evaluation process that promotes fairness, recognizes lived expertise, and reduces the risk of inappropriate or discriminatory selection practices.
- **Application review options:** The committee discussed whether all members should review each application or whether a rotating group of two designated reviewers could conduct initial assessments. Members also raised the possibility of selecting reviewers voluntarily and establishing a process for determining which applicants advance to interviews.

- **Consistency among reviewers:** Ellen Waters emphasized the importance of inter-rater reliability and ensuring reviewers share a common understanding of the scoring criteria. Members discussed conducting practice reviews or brief training to promote consistent evaluations.
- **Alignment with governance documents:** Daniel noted that implementation should be coordinated with the ongoing CoC charter revision and potential SPC bylaws development.
- **Member feedback:** Ruby and Tamara expressed support for the proposed framework, highlighting its organization, alignment with committee values, and potential to support fairer decision-making and clearer strategic direction.

Next Steps:

- Daniel will create a shared document containing the proposed rating tool and application materials for committee members to review and comment on.
- Committee members will have approximately two weeks, through **November 4**, to provide feedback and recommend revisions.
- The shared document will be configured to allow all committee members to comment, including those without Outlook access.
- The committee will continue discussing reviewer selection, scoring procedures, reviewer training, and how assessment results will inform interviews and final applicant selection.

Meeting Topic: HMIS Updates: User Survey, System Enhancements, and Federal Funding - Lauryn Searles

Lauryn Searles provided updates on current HMIS initiatives, including the annual end-user survey, the new Clarity Human Services user interface, and implementation of updated permanent housing exit reasons.

- **Annual HMIS End-User Survey:** The survey received 156 responses at the time of the meeting, exceeding the previous year's response total. The survey was scheduled to close at the end of the day Friday. The reduced number of questions may have contributed to the increased response rate. Members were encouraged to promote survey participation through their agency and provider networks. Findings will inform 2027 training priorities, customer support improvements, and system enhancements.

- **New HMIS User Interface:** The new Clarity Human Services interface launched on October 1, following a year of transition planning, communication, and training with KCRHA and participating agencies. Training resources, including recordings and written materials, were made available, and drop-in office hours were offered throughout October. Feedback on the transition is being collected through the user survey and will be shared with the product team to inform future improvements.

- **Permanent Housing Exit Reasons:** Updated exit reason fields were implemented on October 1. Permanent housing programs, including agencies using data import tools, received guidance and support to implement the changes. No major implementation issues had been reported, although additional support continued for agencies using data import tools. The new data is expected to help the system better understand why participants exit permanent housing programs and identify opportunities for improvement.

- **HUD Funding Applications:** Daniel Ramos confirmed that KCRHA's local competition applications for the HUD Notice of Funding Opportunity were submitted on time. The HMIS renewal funding application was included in the submission.

- **Youth Homelessness Demonstration Program (YHDP):** The HMIS lead submitted a $500,000 funding application through the local competition process. A decision from HUD remains pending.

Next Steps:

- Complete the HMIS user survey and analyze findings to inform 2027 training and system improvement priorities.
- Continue supporting agencies with the new user interface and updated exit reason fields.
- Monitor HUD funding decisions for HMIS renewal and YHDP, with a tentative expectation of updates around December, subject to potential delays.

Acknowledgment: Daniel thanked Lauryn and the HMIS team, including colleagues who supported the survey development and exit reason implementation, for their work in completing these initiatives.

Meeting Topic: **Subregional Analysis – Daniel Ramos III**

The subregional analysis remains in progress and was not ready for presentation at this meeting. Stakeholder engagement is ongoing, and additional feedback is being gathered to inform the analysis.

A motion was requested to remove this agenda item and add to a future meeting agenda once the analysis is complete and ready to present.

- Motion**:** Move the Subregional Analysis to a later agenda– Ruby Tuesday Romero
- Second**:** Tamara Bauman
- The motion was approved by voice vote

Meeting Topic: **Washington Wellbeing Initiative - Tamara Bauman**

Tamara Bauman provided an update on the Washington Wellbeing Initiative, a statewide effort to measure and document well-being across nine regions. She described the initiative as an opportunity to build on the legacy of the Full Frame Initiative and advance a more holistic, prevention-oriented approach to addressing homelessness, poverty, and other social challenges. Tamara emphasized the importance of measuring how systems and services affect people's quality of life, including safety, stability, meaningful access to resources, social connectedness, belonging, and overall well-being. She highlighted the potential for using data to identify service gaps, strengthen community support systems, improve outcomes, and direct resources toward prevention.

Discussion and Key Points

- Potential collaboration: Tamara's organization, Connected Community Innovations, plans to submit the initial application. If invited to the next funding round, she hopes to build a coalition of nonprofit organizations, government agencies, philanthropic partners, and other stakeholders in King County.
- Potential role of the SPC: Committee members could support the initiative by identifying priority well-being domains, developing relevant metrics and indicators, sharing community-informed data, and helping analyze outcomes.
- Community-centered data: Tamara emphasized the need to incorporate qualitative feedback and lived experience to understand root causes, unmet needs, and barriers to well-being, rather than relying solely on traditional quantitative measures.
- Previous SPC work: Ruby suggested revisiting the committee's earlier work on well-being metrics to support future collaboration and potentially incorporate relevant measures into the local system, regardless of the grant outcome.
- Historical data efforts: Daniel confirmed that the previous well-being project remains available and noted that an earlier HMIS well-being data element had been retired by

HUD. He offered to redistribute the prior project materials for committee members to review.

- Cultural considerations: Mustafa emphasized that well-being can have different meanings across cultures and encouraged the initiative to account for diverse cultural perspectives.

Next Steps

- Tamara will pursue the initial application through Connected Community Innovations and seek broader collaboration if invited to the next funding round.
- SPC members will remain available to explore opportunities for collaboration as the initiative progresses.
- Daniel will locate and redistribute materials from the committee's previous well-being metrics work.
- The committee may revisit well-being metrics as part of its remaining 2026 priorities and 2027 work planning.

Overall takeaway: The committee expressed interest in exploring how the Washington Wellbeing Initiative could align with SPC's data and performance work, strengthen community-informed measurement, and support more effective, prevention-oriented approaches to homelessness and well-being.

Meeting Topic: **Year-End Priorities – Daniel Ramos III**

Daniel Ramos discussed the limited time remaining in 2026 to complete the committee's assigned policy reviews, noting that the November meeting may be the committee's last opportunity to address this work before year-end.

- Daniel plans to conduct preliminary updates to key policies, focusing on administrative consistency, current terminology, dates, titles, and branding rather than substantive revisions.
- Priority documents include the Memorandum of Understanding (MOU), Agency Partnership and Data Sharing Agreement, and Client Release of Information (ROI).
- Sherry completed her assigned policy review and submitted notes. Other reviews remain outstanding due to competing responsibilities, capacity limitations, and committee membership changes.

- Daniel requested committee guidance on how best to prioritize the remaining policy work and plans to resend the original policy review assignments to the full committee for reference.

2027 HMIS Work Plan

Daniel outlined the upcoming process for reviewing and developing the 2027 HMIS work plan in coordination with Lauryn Searles and the Bitfocus team.

- The committee will review the results of the annual HMIS user survey to help identify priorities for the coming year.
- The work plan will guide data quality improvement efforts, training priorities, federal reporting requirements, and dashboard support.
- The committee will assess progress against the 2026 work plan, identify outstanding items, and determine which activities should carry forward into 2027.
- The goal is to bring the 2027 work plan to the committee for a vote in January, with February as a potential alternative if additional time is needed.

Next Steps

- Daniel: Resend the policy review assignments and related materials to all committee members.
- Daniel: Make preliminary administrative updates to priority policies for committee review.
- Committee members: Review the policy materials and provide input as capacity allows.
- Daniel and Lauryn/Bitfocus team: Prepare a review of the 2026 HMIS work plan and develop priorities for 2027.
- Daniel: Resend the applicant rating criteria for committee feedback.

Next Regular Meeting

November 10, 2026; 2:00 – 4:00 pm PT