

Chittenden County Homeless Alliance Data, PIT, & HMIS Committee Meeting

Monday, December 15th, 2025
1:00PM – 2:00PM

1. ***Data Quality, PIT, and HMIS Committee.***
2. Review data regularly including Longitudinal Systems Analysis (LSA); collect and analyze specific data metrics to identify whether and how racial disparities exist; report on data; serve as liaison with contracted Homeless Management Information System (HMIS) administrator and HMIS Lead Agency; make recommendations to Steering Committee and CCHA regarding software changes; monitor progress on LSA and overall adherence to data quality; develop and implement data quality policy, processes, and procedures; identify and prioritize data needs and gaps; Identify the types of resource or actor inventories or maps available or needed to better leverage existing resources, ensure they are updated and available; coordinate Point-In-Time Count (PIT Count) and ensure compliance with HUD requirements and recommendations; make recommendations to Steering Committee any significant changes to PIT Count; train CCHA members including volunteers and the broader public on PIT Count structure and implementation. This sub-committee can make changes to PIT Count implementation, ensure coordination of outreach staff, service provider staff, and volunteers to conduct PIT Count. to align with HUD requirements. Any changes that divert from HUD practices require approval of the Steering Committee.

Virtual Meeting Link:

<https://link.edgepilot.com/s/4845bfdb/UVWQDGc0GkqQeIKXp5tj8w?u=https://zoom.us/j/93867989404?pwd=WoaLbkdtWOw88OAIrpfpIP6EwXE6RP.1>

MINUTES

1. ***Introductions and Announcements***
2. ***Review of the [October Meeting Minutes](#)***
3. ***[Annual Workplan](#)***

Meghan walked through the current workplan for the committee. She would like the name to be changed to the Data Committee for simplicity.

This committee can advocate for our partners to create a culture of timely HMIS data inputs.

The HMIS Policies & Procedures outlines the data requirements for HUD. Then we can evaluate whether our partners can meet those standards; if not, make a plan to improve the data collection and reporting timelines.

4. Collecting Data – Posting Data Reports

- a. [Opportunity Atlas](#)
- b. [Diversity Data Kids](#)
- c. **Others?**

These items were tabled until the January meeting.

5. Data Requests

- a. **A data request was made to help understand what events cause households to face eviction and become unhoused.**

This item was tabled until the January meeting.

6. 2026 Point-in-Time Count Working Group

It is not clear if the PIT count is required in 2026. The group felt we should carry forward with the count.

The Streets Outreach meeting is on Wednesday, and we hope to get clarification on whether the count is officially occurring in January.

Meghan will input the physical PIT Count forms into HMIS for Chittenden County.

The group discussed the difficulty in tracking data if participants do not provide their names; however, the count is meant to be de-identified.

When folks consent to services they are consenting to entry of their data into the HMIS.

Perhaps the anonymity of the of PIT Count could be discussed at the January Steering Committee meeting.

By removing anonymity on the PIT Count, we are assisted with deduplication and other data accuracy efforts.

7. Educating HMIS Stakeholders – Strategic Advantages

This item was tabled until the January meeting.

8. Working with the Statewide HMIS Advisory Committee - Data Sharing

- a. **What data do we want?**

This item was tabled until the January meeting.

VT ICA Homepage: [Vermont — Institute for Community Alliances](#)

ICA Data and Reports: [Data and Reports — Institute for Community Alliances](#)

[State of Vermont General Assistance Emergency Housing Data](#)

[State of Vermont Legislative Reports](#)