**AKHMIS Advisory Board Meeting**

**Thursday, September 8th, 2016**

**1:00pm – 3:00pm**

Attendees:

Kathi Trawver

Carmen Wenger

Brian Wilson

Marina Breland

Alissa Murphy

Colin Haughy

Carrie Collins

Adam Smith

Robin Lutz

John Rozzi

Approve meeting minutes for Augusts’s meeting

Scott motioned to approve minutes

Colin seconded minutes

**Agenda Topics**Document review, discussion and approval

1. ***Agency Partnership agreement:*** HIPPA is actually less stringent that HMIS data sharing agreement. Discussion on; background checks, wording.

a. Agency Partnership Agreement was amended and approved

Robin first

Colin seconded

2. ***Governance Charter:*** Should we list vendors? We did it. Consequences for unresponsive agencies?

a. Governance Charter was amended and approved

Colin First

Robin seconded

*3.****Privacy Notice:***Discussion about keeping it simple - completion of document tabled

a. Kathi and Robin are working on simplifying this document, it will be reviewed at the next meeting

4. **Policies and Procedures**

a. Document is approved pending the incorporation of the boards edits

Carmen first

Colin Seconded

5. **The documents that have been approved will go on to the two state coalitions for approval.**

6. ***News:***

* Make sure conference registration has gone through, payment. Airline and hotel discounts on the registration page.
* 2-3 spots open on the board coming open this year, to help on policy creation on homelessness for the state brief email why you’re interested and resume - *due by end of next week.*

Adjourn: 3pm

Next Proposed Meeting Date: October 13th, 2016

Time: 1pm to 3pm

Location: AHFC Conference Room, 1st Floor