## Mar 27, 2025 | [CT Data Strategy Board Meeting](https://www.google.com/calendar/event?eid=MjA2ZzZqNDRvdWgyMTFnMDNjZDRhaXUxcjVfMjAyNTAzMjdUMTUwMDAwWiBsYXVyZW5AdGhlaG91c2luZ2NvbGxlY3RpdmUub3Jn)

Attendees: Haley Gross de Jimenez DiLella, Steve Lauren Sheehan Jim Bombaci Anderson, Beau Tina Cormier Meredith Clay Machado, Mollie Amanda Gordon ~~Sarah Fox~~

Attached files: [CT Data Strategy Board Notes](https://drive.google.com/open?id=1yZzJL_wC4gIh-IMZg5FiK2vnZlvMq15g2d8BBFoGdKw)

Notes

* Ops/Admin:
	+ Review and approval of February's Meeting Minutes
		- Motion to approve: Meredith, Steve seconded, Amanda abstained, all in favor.
	+ Financials Review
		- Haley provided BvA financial statements as of 01/31/2025
		- ODFC contract amount needs to be updated, and CT DMHAS/HC need to provide Haley clarity re: state vs. federal funding for additional gap funding > should be federal from both sources but LZS will confirm
		- Projected to have enough resources to cover projected total expenditures
		- Each federal funding source needs to have income and expenses tied out separately
		- Haley/CCEH to report out on BvA for period ending 06/30/2025 and then this responsibility will transition to ACT on a quarterly basis moving forward
* Updates/Standing Meeting Items:
	+ RFP Results
		- ACT was awarded CT HMIS contract effective 07/01/2025
		- ACT has Nutmeg as primary subcontractor, so minimal changes / continuity are expected from an operational perspective
		- Question re: outreach to LOI submissions that did not submit an application > no outreach was done to the four remaining potential applicants re: why they opted not to apply
		- Discussion re: CT HMIS vendor will be future conversation
		- CCEH leadership has outreached ACT re: transition planning
			* Question re: archiving/transitioning current CT HMIS lead records
			* Engage John at next CT DSB meeting re: his plan for stakeholder engagement, transition planning, etc.
			* Haley will also connect with Mary for best practice recommendations
			* CT DSB will be responsible for leading vendor RFP timing and process; will need to lean on technical knowledge of Nutmeg and engage Billy/Dan at CT DOH in process
	+ Enhancement Requests
		- Tina sent out an update via email - update the estimate and actual hours as of 3/26/25.
		- Item Priority 1 is still being discussed to determine the specs and what it will ultimately look like.
		- Priority 2 are almost done
		- Priority 3 - slight snag - issue with form, needs fixing before the report can be created
		- 125 paid hours remaining as of date of meeting (03/27/25) > Nutmeg needs guidance re: moving forward with enhancement requests that are on hold as of right now
			* All remaining enhancement requests were approved
			* Nutmeg will contact requester with update
* Strategic Discussions:
	+ CCEH ATI / DSB Presentation
		- Decision tree for people to understand how the workflow works
		- Goals and priorities of the DSB
		- Communication points and goals (CoCs, Statewide CAN Leadership)
	+ Guidance re: federal uncertainty
		- Include in presentation at CT CAN Leadership meeting and/or ATI
		- Discussion re: AG and some specific data collected from clients
		- Guidance is needed: Document upload, fields collected, etc.
			* Form subgroup
	+ DSB Priority Doc review > deferred. May need to be updated to reflect current context

Action items

* Engage John at next CT DSB meeting re: his plan for stakeholder engagement, transition planning, etc.
* Haley will also connect with Mary for best practice recommendations
* Schedule an ad hoc meeting re: ATI presentation (cochairs, Beau, Haley, engage John) > Haley will coordinate
* Form subgroup to discuss and develop guidance for field > Beau will coordinate
* Lauren to connect with Amanda re: slots to ensure recruitment is ready to go