

August 27, 2026

10:30am-12:00pm

CT Data Strategy Board Minutes

Attendance:

Alice Minervino	☐ Present	☒ Absent	Maria Satterwhite-Porpora	☒ Present	☐ Absent
Amanda Gordon	☒ Present	☐ Absent	Meredith Clay	☒ Present	☐ Absent
Beau Anderson	☒ Present	☐ Absent	Mollie Machado	☒ Present	☐ Absent
Brian Roccapriore	☒ Present	☐ Absent	Nadine Malone	☒ Present	☐ Absent
Jackie Gardner	☒ Present	☐ Absent	Ryan Beach	☒ Present	☐ Absent
Jim Bombaci	☒ Present	☐ Absent	Stephanie Lazarus	☒ Present	☐ Absent
John Merz	☐ Present	☒ Absent	Steve DiLella	☐ Present	☒ Absent
Lauren Sheehan	☒ Present	☐ Absent			
Lauren Pareti	☒ Present	☐ Absent			

Welcome & Introductions: 10:30Meredith & Lauren

Review & Acceptance of July Meeting Minutes 10:30-10:35Meredith & Lauren

Motion to Approve: Brian

Seconded: Mollie

All approved

Ops/Admin 10:35-10:45Jackie Gardner

- Financials/Contract Updates

Sent additional information to DSB Chairs. Will be setting up a meeting with our finance team and DSB Chairs to get the financial reporting in the format needed for the board.

Subcommittee Updates 10:45-10:50

- KPI Subcommittee UpdateJackie Gardner
- Inflow/Outflow dashboard closer to finished, will have an updated version in about 2 weeks
- Coordinated Entry Workflow Revamp SubcommitteeBrian Roccapriore
- Briefly met to provide updates, but mostly on hold pending software transition. The DSB will determine if the group will be best suited for the coordinated entry design in Clarity as subcommittees are formed.

Updates on RFP for HMIS Software Vendor 10:50-11:00Jackie Gardner

- DOH/DMHAS approved transition & funding
- Requested Technical Assistance from HUD
- Decisions/Governance for project decisions
- Communications to field/CoCs/CANs
- Project Plan-9 month timeline, 6 months to convert HUD CSV Data, up to ~3 additional months for custom CT data
- Meeting Frequency during transition

Need subcommittee for governance and of the transition. Jackie will provide workplan to determine what groups are necessary for governance and subcommittees for functionality. Will regroup in 2 weeks at the usual time with the work plan and decide the subcommittees. Lauren will send out invite.

Board Vacant Slot Update 11:00-11:10

Meredith Clay

Looking to move Meredith's seat to ODFC and to onboard the two new people.

Use of AI for Creating Case Notes Policy Vote 11:10-11:15

Jackie Gardner

- There was general agreement that the AI policy should be incorporated into the security section of the MOU and that AI use should be monitored.
- Concerns were raised that requiring DSB review and approval of software could create barriers for agencies that are already prepared to use AI responsibly.
- It was suggested that the DSB software approval requirement be removed from the policy and that AI instead be monitored as part of ongoing oversight.
- Discussion indicated there are unlikely to be many software products requiring review, reducing concerns about oversight volume.
- A recommendation was made to gather feedback from providers to better understand current AI practices and develop a checklist to accompany the policy. Agencies could use the checklist to assess compliance and formally acknowledge both the checklist and policy.
- The group agreed that updates to the MOU will likely be necessary.
- The DSB approval requirement will be removed from the policy.
- Interest was expressed in providing training and guidance to the field on AI policy implementation.
- P&P Will get updated with the policy
- Will add AI notice to MOU and add to monitoring for next cycle

Brian-Motion to approve the policy with the removal of the DSB approval piece

Amanda

All approved

Will also need to revisit AI use by external providers

Data Sharing Requests 11:15-11:35

- Carelon Jackie Gardner
Discussion about the project-including what the limited allowances are for the data sharing as guardrails for how the data can and can't be used.
Motion to approve new Data Sharing Agreement with Carelon: Brian
Amanda Seconded
Votes: All approved
 - CoC Payment Analysis Project with Data Action Partners Jackie Gardner
Provided update on the BOS project for FSR transactions, will be finalizing the data use agreement this upcoming week to begin work on the project
 - Office of the Chief Medical Examiner Beau Anderson
Request to share data regarding people who died while experiencing homelessness. The OCME would like to provide information to our system to update records of people who are deceased and for our system to report on deaths to them.
 - Datalink CT Chronic Homelessness Project Beau Anderson
Project to determine how work requirements will impact chronically homeless and will bring the official request to this board.
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BNL Enhancement Request 11:35-11:45

Jackie Gardner

- Verified number of months homeless from simplified view to BNL
Amanda motioned to approve request if funds available
- Brian seconded

Other Business 11:45-11:55

- Development environment for customizations/contracted work for Cold Weather Season
Brian motioned to approve Nutmeg funding this environment for development work
Lauren Sheehan seconded
All approved
- Data share request from Ryan to discuss next month

Communications to CoCs/CANs/Providers 11:55-12:00

Jackie Gardner

- CoCs will need to be notified and approve the decision of the DSB recommending new HMIS software
- Release of new AI Policy

Meeting Adjourn 12:00
