

**HS XML Work Group Meeting
February 2, 2010 4:00pm ET
Meeting Minutes**

Attendance:

| | |
|--------------------|-------------------------------|
| Alisa West Cahill | Canavan Associates |
| Eric Jahn | Alexandria Consulting |
| Lee Moore | DYNS Services |
| Dan Nichols | Housing First |
| Brigitte Pussehl | Community Technology Alliance |
| April Rose | Social Solutions |
| Nancy Shank, Chair | University of Nebraska |

Agenda:

1. Try out new communication interface

- The majority of members who joined the call also logged on to TokBox, the free video/voice/chat utility the work group is exploring, although only one member had video functionality. The group decided to continue to explore the use of TokBox for one additional meeting.
 - To more fully explore TokBox capabilities, members are encouraged to upload one piece of media (i.e. slide show, PDF) to www.slideshare.net or provide such material to Alisa who can coordinate with Dan on posting. This will further demonstrate of how the site can be utilized for meetings. Please note, the secret URL function in TokBox and SlideShare does not appear to allow select people to view the media, which means all documents posted will need to be marked as publically available. While we can post materials the a.m. of the meeting and remove immediately afterward if requested to do so, no confidential material can be posted.

2. Building support within the human services community

a. Welcoming new Work Group members

b. Vendor reporting of standards survey

- New members include Ted Kelleher, Chris Holmes, and Jim Pingel. Jim is the former New NIEM¹ Content Manager who coordinated the HS XML Work Group presentation at the Fall NIEM training event and he is now with Sypherlink; for more information Jim and Sypherlink, please visit: http://www.sypherlink.com/news/releases/pr_011810.asp
- Nancy reported the Vendor Survey Concept, Survey, and Introductory Letter were approved by the NHSDC Board at the January meeting.
 - Per the Board, Nancy will be the sole signatory.
 - Nancy received informal suggestions to the Survey from several AIRS representatives.
 - Next steps are to reconvene the Vendor Survey Committee to consider comments by AIRS representatives and delineate responsibilities.

¹ "NIEM, the National Information Exchange Model, is a partnership of the U.S. Department of Justice and the Department of Homeland Security. It is designed to develop, disseminate and support enterprise-wide information exchange standards and processes that can enable jurisdictions to effectively share critical information in emergency situations, as well as support the day-to-day operations of agencies throughout the nation...NIEM builds on the demonstrated success of the Global Justice XML Data Model." Taken from <http://www.niem.gov/>

- The next subcommittee meeting will be scheduled prior to the March Work Group meeting.

3. Pursue connections to related efforts

a. Conformance with NIEM

i. Technical side

ii. Governance

- Nancy and Eric have communicated with Jim Pingel around the idea that it makes sense to further explore NIEM for the development of HS XML.
- Eric shared that Jim's successor as the New NIEM Content and NIEM Business Architecture Manager is Michelle Vidanes (permanent federal appointee) and Work Group members have been informed that Jim plans to talk with Michelle about the HS XML Work Group, ideally prior to the NIEM Business Architecture Committee (NBAC) meeting, in which both Michelle and Jim will be present next month. Another route is for the Work Group to reach out to in NIEM is Christina Babst, communication director for NIEM and NIEM Executive Director Donny Roy's right hand person.

4. Identify/support data exchange initiatives

a. Disaster

- Nancy discussed "NIEMitizing" the disaster client data standard noting the standard could be placed into an existing domain or a new domain could be developed if needed.
- The Disaster Data Exchange Subcommittee is in the process of conducting a final review, which is due to the Dept. of Homeland Security at the end of the month. The Dept. of Homeland Security should complete its review in 30-45 days.

b. Messaging and Standards

- Eric was able to find a lot online about how messaging is done in NIEM and remarked how there are other vendors working on similar ideas. He expressed the hope to standardize the messaging process before independent agents set a precedent of doing the same thing many different, unconnected ways.
- Use of the CAM utility to "NIEMitize" HS XML was discussed. Eric noted he's participated in several online communications via the NIEM [Linked-In](#) site re: CAM and shared interest by others in considering NIEM for social services.
- AIRS: Eric reported on a recent AIRS meeting in which the focus was on making AIRS 3.1 more functional. There is debate re: which schema to select (stay with current or develop new with new vendor) and the path to develop the selected schema. It was noted the government uses XML and the CAM utility may or may not be the best fit for AIRS. Follow-up discussion to the AIRS meeting included communication that it may be in the best interest of AIRS to remain with the schema it has instead of beginning anew using CAM- the thinking is to go with what they've got as although not perfect, it is good enough to start the integration process. Tino Paz is noted as a resource person for information on a content assembly mechanism which is an XML schema that tries to fix some of the XML problems. CAM is being promoted by the developer David Weber and its use is illustrated in how it has worked with www.openvotingsolutions.net.

c. Community-based (place-specific) – any new initiatives to report?

- Community Profiles: Laura McLain with Wilder Research informed Alisa before the Work Group meeting that she'll aim to have a Community Profile on work in MN around data exchange in the near future.
- Muskegon:
 - Barb Ritter will provide the white paper on Muskegon.
 - Abby Burgess provided a report to share at the meeting in her absence that Bowman continues to work with program staff. Bowman is working to incorporate program staff vision from the other databases into ServicePoint and noted a paper to describe the project has been started. Further, Patrick McCrary has been working directly with Barb Ritter as well as vendors in the project to determine the best technical solutions for this project under custom programming.
 - There is interest in knowing what standard was selected for the Muskegon HS XML pilot (noting that the use of the HUD HMIS XML was encouraged) and that the messaging aspect of data exchange will have to be developed.

5. Describe HS XML vision and successful data exchanges through web and conferences

a. White papers/PowerPoint

- To date, the group has been working on the website, presentations at conferences (will discuss the next NHSDC conference at the March Work Group meeting and what info we want to present).
- Muskegon is on deck to develop a white paper re: the HS XML Pilot that is supporting the Jail Diversion Pilot.
- Feb 11/12th FLAIRS (FL AIRS) conference will include a data integration panel in which Eric Jahn will be speaking. Panel content will include discussion about various data standards and encourage participation in the HS XML Work Group. Further, if the PPT becomes available, Eric will post it to the HS XML portal.
- American Public Human Services Association (APHSA): This association continues to pose a challenge in terms of the HS XML gaining speaking opportunities at conferences or other access to members to discuss HS XML collaboration despite outreach by Michelle Hayes and David Canavan and David's becoming a member of the association on behalf of the Work Group.
 - NIEM may be a common interest between APHSA and HS XML as APHSA was represented at the Fall 2009 Training Event. Eric will follow-up with Jim in an attempt to pursue this connection.
 - The APHSO Spring conference is in March and Alisa will follow-up to identify dates and content of fall conference. Nancy did not the spring conference may be the large meeting of all APHSA members whereas the fall may be divided into specialties, such as Child Welfare.
 - There may be a data standards work group associated with APHSA.
- Abt Associates is implementing the Homelessness Data Exchange (HDX) in April 2010.
 - This will require use of HUD HMIS XML and be a first for such wide-scale use of a client data standard as it will occur throughout the country.
 - Data in HDX will reflect Housing Inventory Information (HIC) and Point-in-Time (PIT) counts data from Continuums of Care across the country.
 - HDX vs. Annual Homeless Assessment Report (AHAR) Exchange: HDX uses the HUD HMIS XML whereas the AHAR Exchange uses an AHAR specific XML. HDX collects and analyzes information specific to HIC and PIT, whereas AHAR focuses more on client characteristics and demographics, length of stay...Many of the >200 CoCs

who participated in the AHAR 2008 uploaded data directly to the Exchange site via use of AHAR XML. In the future, the AHAR XML may be folded into the HMIS XML.

6. Identify funding opportunities

a. Funding and opportunities to sustain day-to-day work of the HS XML Work Group

b. Wild brainstorming group met January 26 and will meet again to prioritize and report back (Jen, Butch, Barb, Alisa, Eric, Nancy)

- Day-to-Day work of the HS XML Work Group is currently supported by a TA contract (coordinating and hosting meetings, managing contact and distribution lists, maintaining communication), but the group needs to consider alternative funding.
 - Support ideas to explore include grant or foundation monies; university intern or practicum student (need to put things in motion to secure this teaching and support opportunity for fall 2010 semester); and alternating support roles with members.
 - Alisa will follow up on what kind of money commitment funding a similar role would require.
 - Please send funding ideas to Alisa to consolidate prior to the next meeting.
- Funding for HS XML development and implementation was discussed at the “Wild Brainstorming” meeting Jan. 26th.
 - Committee explored NZ Health Information Services structure as well as potential use of HS XML to support utility assistance programs.
 - Funding for IT work related to HS XML is needed and the key is to think about outcomes and how electronic data exchange can help at both micro and macro levels in term of aiding both individuals and communities.
 - Please send funding ideas to Alisa prior to the next meeting.

7. Next Work Group Meeting: Tues., March 2, 2010 4:00pmET

Next Fund Development Committee: Tues., Feb. 23rd at 12:00pm ET

Next Vendor Survey Committee: TBD-Alisa will coordinate