

# Siouxland Coalition to End Homelessness Governance Charter

The Siouxland Coalition to End Homelessness (SCEH) serves as the homeless Continuum of Care (CoC) for Woodbury County, Iowa, and Dakota County, Nebraska. The mission is to eliminate and prevent homelessness through collaborative planning, advocacy and funding of a system of housing and supportive services.

SCEH was founded in 1996 and in 2010, became a non-profit organization consisting of individuals, organizations, businesses and agencies in an effort to end homelessness.

The SCEH Bylaws lay out the responsibilities, membership, officers, committees, and meeting requirements. This Governance Charter designates the City of Sioux City to operate the Homeless Management Information System (HMIS) for the CoC and act as the HMIS Lead. The current software product is supported by WellSky. The City of Sioux City will:

1. Ensure that the HMIS is operated in accordance with the HMIS data and technical standards as outlined in 69 FR 1406. The City will review and ensure at least annually that it is in compliance with data and technical standards. The City will notify the CoC of any deficiencies and a corrective action plan if required.
2. Maintain operational policies and procedures for the operation of the HMIS including but not limited to privacy, security, and data quality.
3. Provide regular on-going training and technical assistance to support all recipients and sub-recipients in use of the HMIS system. This training may be conducted in-person or web based.
4. Monitor and report to the CoC on the CoC recipients and their utilization of the HMIS. The City will provide assistance to the CoC to develop plans to correct data quality issues, as well as improve participation rates.
5. Work collaboratively with the CoC to create performance outcome reports consistent with the requirements of the McKinney-Vento Act as amended by the HEARTH Act, as well as the interim and final CoC regulations as issued by the US Department of Housing and Urban Development.
6. Manage the collection of data required for the LSA, SPMs, and PIT/HIC reports and enter into the Homeless Data Exchange (HDX) on behalf of the CoC.
7. Assist recipients and the CoC in the completion of various required reports including but not limited to the CoC annual performance reports and the annual performance report for ESG.
  - a. The Committee shall monitor data collection processes and HMIS data in the WellSky system ensure compliance with HMIS Lead and HUD standards.
  - b. The Committee shall promote participation in HMIS among all shelters and homeless service providers.