



**HAPPY
NEW YEAR!**



HAPPY NEW YEAR



SCC Technical Administrator (TA)/Agency Lead Meeting
Thursday, January 4th, 2024

Getting to Know You!



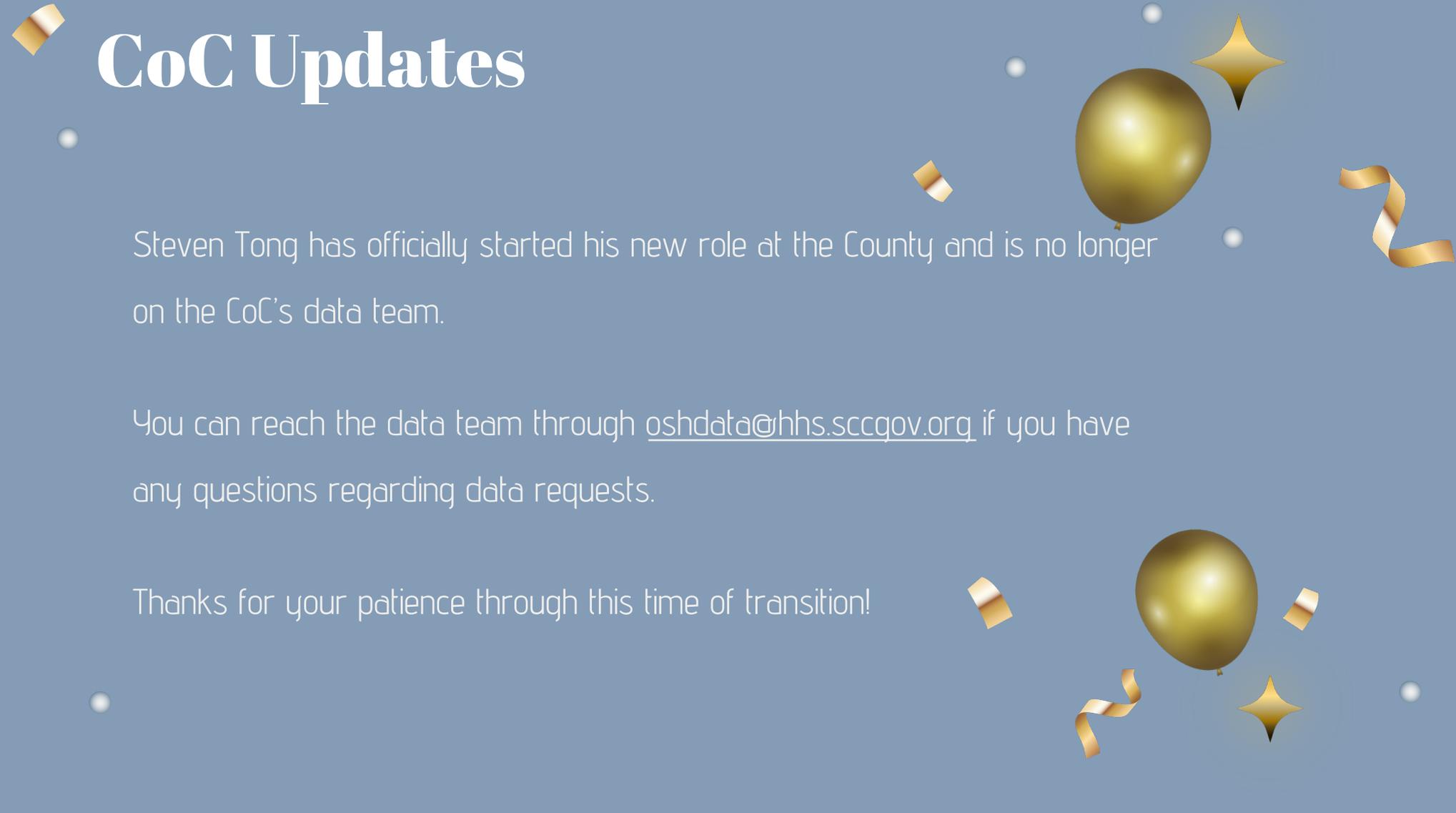
What's one new thing you tried this past year?

Meeting Objectives

UPDATES	CoC Updates UPLIFT Updates HMIS Newsletter
IN THE KNOW	A Year in Review LSA Updates HIC/PIT – Upcoming
MEMOS	SCC HMIS Quarterly Compliance Checklist Certification Due CE Assessments Missing Referrals to the CQ Next Months Meeting

UPDATES



The slide features a blue background with several decorative elements: a gold confetti piece in the top left, a gold balloon and a four-pointed gold star in the top right, and another gold balloon and a four-pointed gold star in the bottom right. There are also several gold streamers and small white circles scattered across the background.

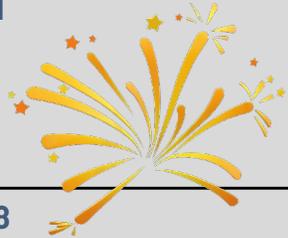
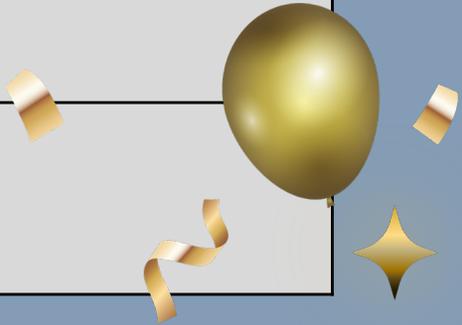
CoC Updates

Steven Tong has officially started his new role at the County and is no longer on the CoC's data team.

You can reach the data team through oshdata@hhs.sccgov.org if you have any questions regarding data requests.

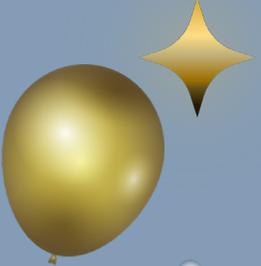
Thanks for your patience through this time of transition!

UPCOMING EVENTS *January 2024*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 	2	2	4 10am HMIS Clarity Office Hours 2pm HMIS TA/Agency Lead Meeting	5
8 2pm SCC HMIS Looker Office Hours	9 10am Data Think Tank	10 9:30am Service Providers Network Meeting	11 1pm Coordinated Entry Work Group	12
15  BF Holiday! MLK Jr. Day	16	17 9:30am Service Providers Network Meeting	18 10am HMIS Clarity Office Hours 1pm Performance Management Work Group (In-person)	19
22 2pm SCC HMIS Looker Office Hours	23 9am VI-SPDAt In-Person Training	24	25 3pm Rapid Rehousing & Employment Initiatives Meeting	26 
29	30	31 10am SCC TA Office Hours		



UPLIFT Updates

- ◆ 82% of Q3 stickers have been issued
 - ◆ The pooled pass period begins on 2/1
 - If there are any passes remaining at that time, they will be available on a first-come, first-served basis
 - Lost passes (stickers) can be replaced at this time if there are passes available
 - ◆ Reminders
 - When requesting a badge, please make sure your client has a centered, forward-facing photo uploaded to HMIS
 - We cannot replace lost passes (stickers) until 2/1, but badges only can be replaced for active UPLIFT clients at any time
 - ◆ To be added to the UPLIFT mailing list, please email UPLIFT@hhs.sccgov.org
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HMIS Newsletter



Welcome to the Santa Clara HMIS December 2023 newsletter!
In this edition you'll find the following:

- Happy Holidays!
- Check Out this Fun Poll: [What is your favorite hot drink of choice for the fall or year-round?](#)
- LSA Updates
- NEW MyConnectSV Feature
- Process Changes: SCC HMIS Quarterly Compliance Certification Checklist & Coordinated Entry Assessments Missing Referral to the CQ
- Report Spotlight: [GNRL-220] Program Details Report
- Bitfocus Holiday Schedule
- Meetings/Upcoming Events
- Bitfocus is Hiring!

Happy Holidays!

Happy Holidays! It's been a pleasure working alongside you this year.
Thank you for everything! May you and your loved ones have a



IN THE KNOW

A Year in Review

January

Launched centralized housing problem solving programs at 2 shelters initiated by Here4You Hotline, allowing for analysis of success at different access points

API Underway. Building an efficient and accessible means to integrate data into HMIS

Technical Assistance in identifying new methodology for demonstrating race and ethnicity data in communications materials

Interim VI-SPDAT Changes Rollout
Feedback Survey to better align with the Santa Clara County CoC's

Updated Release of Information (ROI) Clarity's E-Signature ROI language allowing for communication and information sharing with clients using the Customer Portal

March

April

Coordinated Entry (CE) System Introduction
Mandatory Training - To ensure there is a consistent understanding of the CE system in Santa Clara County

A Year in Review

May

DEW Workshop ***Understanding BUI***
Pronouns added to the Client Profile
Updated the logic for determining a HUD Bed Night

Implemented logic for adding a Referral End Date to completed referrals that did not have an end date recorded

Data Standards Changes FY 2024 began

"Check Out this Fun Poll" began

June

July

DEW Workshop ***Data Quality and AB977***
Agency Leads & Program Managers can proactively address DQ in their state funded programs

Referral Connection Behavior

The system records an end date for the open referral, and the enrollment information appears in the REFERRAL CONNECTIONS section of the referral

First-in-the-Nation ***HMIS User Portal Launching in Santa Clara County***

The brand-new tool provides clients with direct access to their service information and a resource directory, empowering them to be more hands-on in their housing journey

A Year in Review

August

ROI FAQ Revised to include **Useful Tips to Encourage Clients to Sign the ROI**

Group Enrollment Pop-Up Notification

If a user tries to enroll a client into a group enrollment for a program in which the client already has an active enrollment, the system will allow the client to be enrolled, however the system will display a pop-up with a notification of the enrollment

Data Standards FY 2024 Updates

2.02: Updates for Emergency Shelter and Rapid Re-Housing programs

3.04: Race and Ethnicity fields combined into a single field

3.06: Updated Gender multi-select picklist

C4: New fields for capturing the new Translation Assistance Needed element

DIT Update for FY24/2024 CSV Specs

November

**MyConnectSV
Launch Party**



Join us in celebrating the launch of MyConnectSV.org!

TUESDAY,
NOVEMBER 7TH
11AM - 3PM

at Northeast corner of
ST JAMES PARK

The flyer includes a QR code, a map of St James Park, and photos of people at the event.

October

A Year in Review

→ December

MyConnectSV Feature Updates

Mass Messages, Mass Requests, Automatic Invitation Reminders, & Requests

Process Changes

Coordinated Entry (CE)
Assessments Missing Referral to the CQ & SCC HMIS Quarterly Compliance Certification Checklist

115

Number of End Users who attended Clarity Office Hours

45

Number of End Users who attended Looker Office Hours

36

Other Training Provided; not including DEW

47

New Program Set-Ups

LSA Updates



Currently we are continuing the data quality clean-up process, if you receive an email from us, please be sure and respond as soon as you can.

We are also experiencing some delays with HDX as they are experiencing some technical difficulties on their end, but should be resolved by LSA submission on Wednesday, January 17th, 2024. We will however keep you all posted.

If you are interested in doing some QA of your data, you can run the following reports:

Run the [\[HUDX-225\] HMIS Data Quality Report](#)

Run the [\[GNRL-106\] Program Roster](#)

Run the [\[GNRL-220\] Program Details Report](#)

 Review Bed Inventories and Utilization rates for accuracy. Ensure an accurate number of beds and units are listed throughout the year for your shelter and housing programs

Utilization rates should be between 90-105%

For Night-by-night (NbN) Shelters, please resolve any missing exits or abandoned enrollments

[Want to know more about the LSA process, check out this cool graphic with LSA How To Guide!](#)



HIC/PIT - Upcoming



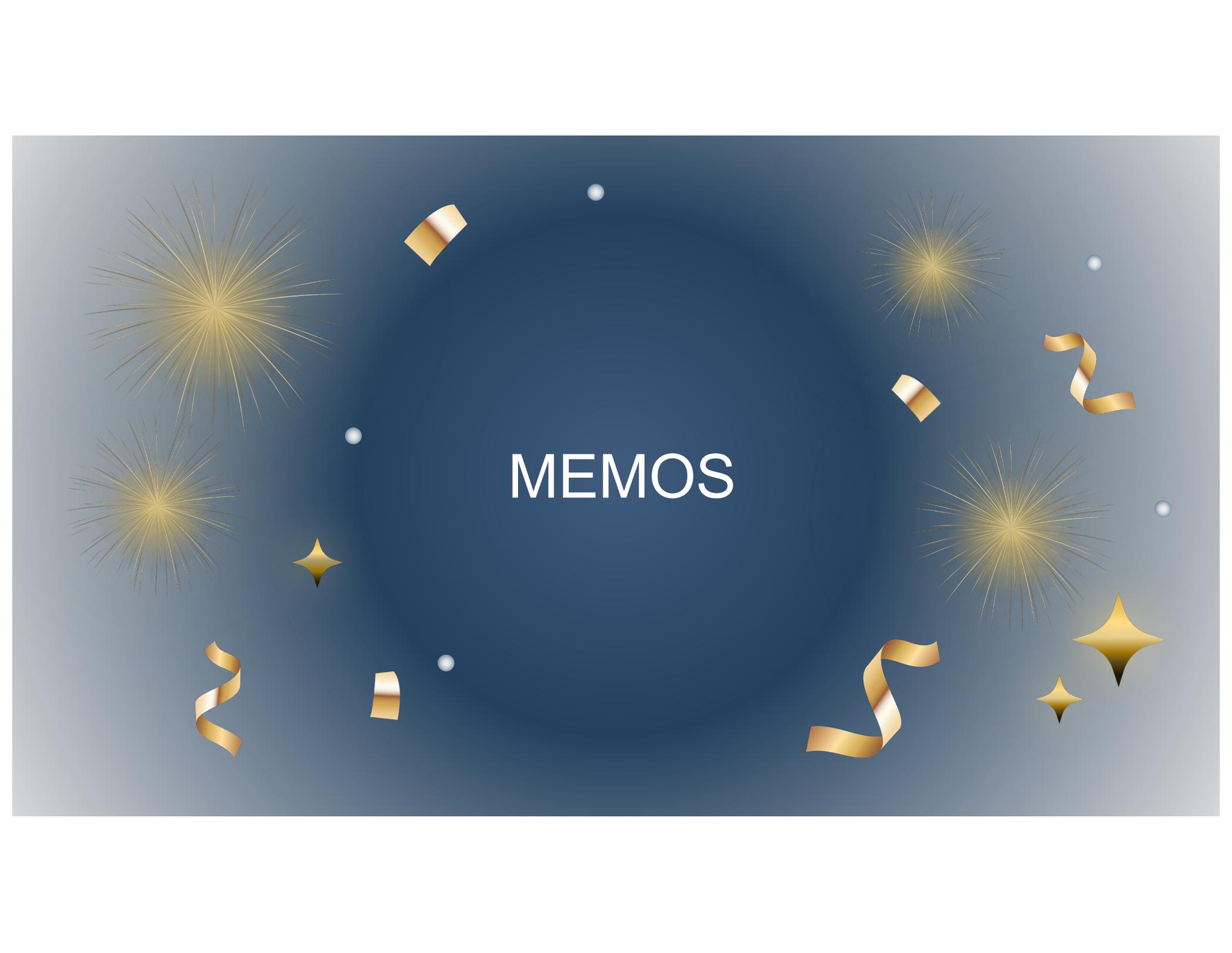
What is the Point-in-Time Count?

The Point-in-Time (PIT) count is a count of sheltered and unsheltered people experiencing homelessness on a single night in January. HUD requires that Continuums of Care conduct an annual count of people experiencing homelessness who are sheltered in emergency shelter, transitional housing, and Safe Havens on a single night. Continuums of Care also must conduct a count of unsheltered people experiencing homelessness every other year. Each count is planned, coordinated, and carried out locally.

Why does the Point-in-Time Count matter?

Point-in-Time Count data are the primary data used for federal funding allocations and national estimates of homelessness. The numbers reported by your community are used by the US Interagency Council on Homelessness and all federal departments including Housing and Education. PIT Count numbers are also most often cited by local strategic plans, state, county and city government and the media



The background is a dark blue gradient with various celebratory elements. There are three large golden starburst fireworks, several smaller golden starbursts, and several golden streamers of varying lengths and curves. Small white dots are scattered throughout the background. The word "MEMOS" is centered in the middle of the image in a white, sans-serif font.

MEMOS

SCC HMIS Quarterly Compliance Checklist Due ✨

NEW PROCESS

- Email reminder sent of upcoming deadline
- You will run report in DA Tab for list of End Users
- You will send list of certified End Users to Sys. Admin. Team per usual

Certification Due

Wednesday, January 31st,
2024

- Include all Active HMIS users at your agency on [the standard form found here](#)
- This means that your date range filter in the report on the DA tab will be **"Added Date: Is Any Time"**
- The report has been preset with this date range; so just select your agency name
- Detailed steps on running the report can be found [here](#)

Non-HMIS End Users Assessors

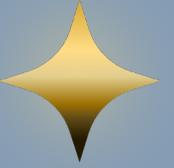
Please provide the names and email addresses of Non-HMIS Users at your agency who provide VI-SPDATs to clients; we want to make sure to capture this information to ensure updates to VI-SPDATs are provided to them. **We have created a form for this here.**

Questions

email us scc-admin@bitfocus.com



CE Assessments Missing Referrals to CQ



NEW PROCESS

- Reminder of Assessments Missing Referral to CQ made monthly at the TA/Agency Lead Meeting
- You will run report in DATAB for list of clients
- You or designated End User will refer clients to the CQ

Resources

[CE Assessment Referral](#)

Tips from Elisha Heruty

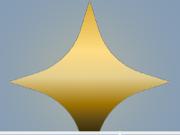
- How to determine if a client should be referred to the CHQ

Questions

email us scc-admin@bitfocus.com



Assessments Missing Referral to CQ



Agency Name	#	Agency Name	#	Agency Name	#	Agency Name	#
LifeMoves	171	Family and Children Services	7	Parisi House on the Hill	2	St. Andrew's Residential Programs for Youth (STAR)	1
PATH	29	UPLIFT	6	Razing the Bar	1	Momentum for Health	1
County: SCVHHS - Ambulatory	27	The United Effort Organization	5	County: Reentry Resource Center	1	Abode Services	1
Santa Clara Family Health Plan (SCFHP)	16	Mission Possible	4	County: Public Defender Office	1	WeHOPE	1
Bill Wilson Center	15	HomeFirst	4	Community Services Agency of Mountain View	1	County: SCVHHS - BHSD - AOA - FDR	1
Amigos de Guadalupe	14	Horizon Services, Inc - DBA Mission Street Sobering Center	4	County: SSA - Department of Family and Children's Services (DFCS)	1	California Youth Outreach	1
Sunnyvale Community Services	12	Midtown Family Services	3	City of Morgan Hill	1	Goodwill of Silicon Valley	1
Community Solutions	9	County: SCVHHS - BHSD - AOA - CWS	2	County: OSH	1	<i>Please be sure and refer clients to the Community Housing Queue as appropriate!</i>	
South County Compassion Center (Compassion Center)	7	County: SSA - DEBS SSI Advocacy	2	County: SCVHHS - BHSD - Whole Person Care (WPC)	1		



Next Month's Meeting
Thursday, February 1st, 2024