

A photograph of a Marin County landscape with rolling hills, green trees, and a clear sky. The text "Marin County HMIS News December 2022" is overlaid in white.

Marin County HMIS News December 2022

Welcome to the Marin County HMIS December 2022 newsletter!

In this edition you'll find the following:

- Season's Greetings
- Upcoming Events
- Preparing for the Point-in-Time Count on 1/26/23
- Report Spotlight: Review Your Data for the Point-in-Time Count
- Resource Highlight: "Getting Started" Help Center Articles

Season's Greetings

Happy Holidays from our Team to yours!

As this year comes to an end, we want to thank you all for the amazing work you have done over the past year. There is so much gratitude for all the collaboration and dedication you all have shown, and we are excited to continue the momentum as we begin the New Year in 2023!

The Community Administration Team for Marin will be on holiday from December 26, 2022 - January 2, 2023.

Limited Help Desk staff will be available by email only Tuesday 12/27 - Friday 12/30 at marin@bitfocus.com, so expect a more delayed response time than usual. No phone or chat support will be available this week. Help Desk support will not be available on Monday 12/26/22 and 1/2/23 (federal holidays), but please don't hesitate to reach out to them if you need any general support and they will get back to you as soon as they are able to!

We'll be back to business as usual in the New Year on Tuesday, January 3rd. May you have a safe and wonderful holiday season!



Upcoming Events

HMIS Agency Leads Meeting*

Wednesday, January 18th, 2-3 p.m. | *Agency Leads Only: Register [HERE](#)

We are asking the designated HMIS Agency Leads and Security Officers to join this meeting on a bi-monthly basis. Of course, if you absolutely cannot make it, please send a representative. Workgroup participants will support communications between the county, Bitfocus and agency staff with regards to community initiatives, training, privacy, security, program and data management.



Updates

Preparing for the Point-in-Time Count on 1/26/23

This year, Marin County's PIT/HIC Count will occur on January 26, 2023. It is critical that all emergency shelter, safe haven, and transitional housing projects in the HMIS reflect accurate enrollments, exits, and night-by-night services for the January 26, 2023 night as part of this annual count of households experiencing homelessness in Marin County.

Permanent housing projects too? Yes!

In addition, HUD requires us to report the unduplicated number of persons served on the night of the PIT count in the beds that we report on the Housing Inventory Count (HIC), which includes all shelter, transitional, and permanent housing types. In order to provide the best quality data to HUD from our community, agencies must review and ensure that all relevant client records (profiles, enrollments, and exits) are up-to-date and complete for the PIT count date.

For all projects, please let us know if the number of available beds, units, and/or vouchers have increased or decreased over the past year.

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Training

Report Spotlight

Review Your Data for the Point-in-Time Count

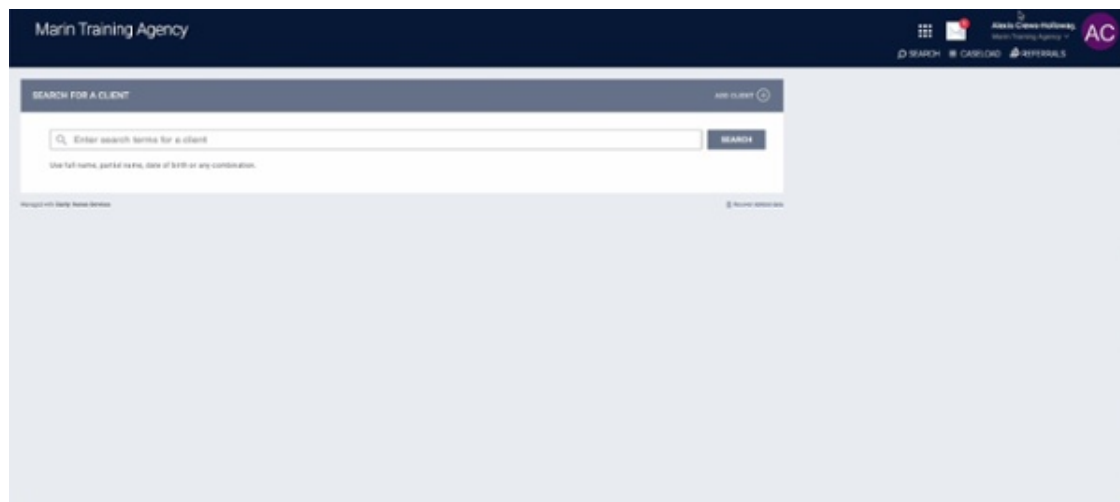
The Marin County sheltered Point-in-Time Count will occur on January 26, 2023. This means that you will need to make sure your shelter, transitional housing, and/or permanent housing program has complete and up-to-date data for the night of January 26, 2023, and make sure it's entered accurately into the HMIS no later than February 2, 2023. To check your data, please run the following reports as soon as your January 26, 2023 enrollments, exits, and services are entered.

First Check Occupancy

Check your occupancy by running the [Housing Census Report](#) for one night: January 26, 2023. There are two Housing Census Reports. Both can be found in the Housing folder in the Report Library.

- For night-by-night shelters, use [HSNG-101] Housing Census [Service Based]
- For entry-exit programs of all types, use [HSNG-108] Housing Census [Program Based]

To Run the Housing Census reports:



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Clarity Human Services Updates

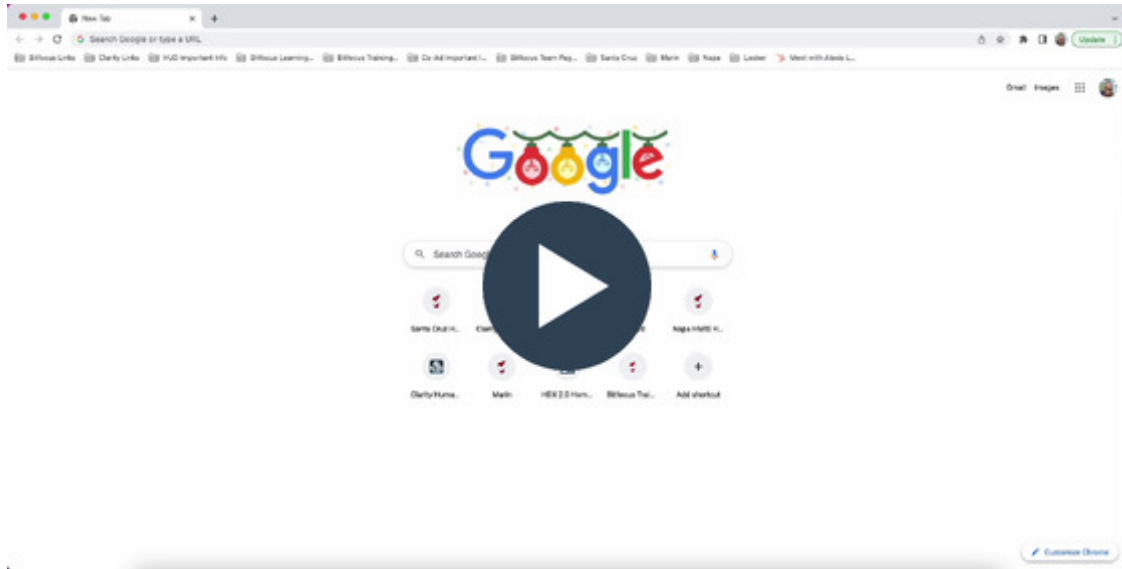
Resource Highlight

“Getting Started” Help Center Articles

Have you ever thought to yourself, “I wish there were clear instructions I could reference for creating new client records, enrolling clients in programs, and recording services.” Well, there actually are! Let me introduce our “[Getting Started](#)” section in the Bitfocus Help Center.

Whether you’re a brand new Clarity user, or you just need a refresher, the “Getting Started” section in our Help Center is a great place to start. This section has tons of how-to articles on a wide range of common data entry tasks: accessing Clarity Human Services, creating and managing client records, program enrollments, and services, and so much more.

Check it out!



Questions? Your HMIS Administrator is happy to help.

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