Monthly Agency Leads Meeting

San Francisco, January 2024

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Today's Agenda

- Welcome!
- System Updates
- Federal Reporting Updates
- 2024 HIC/PIT Overview

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Happy New Year! Welcome!

What's a new year's resolution that you're willing to share?

⇢ Please share your name, pronouns, and agency when responding.

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System Updates

- ONE System reports have been updated to meet 2024 HUD HMIS Data Standards
- Inventory (ULI) functionality now available for Shelters in ONE
- Updated Veteran BNL released in ONE

Federal Reporting Updates

- LSA: Due on Wed, Jan 24, 2024
  - SF poised to submit accurate/on-time data (THANK YOU!)
- SPM: Likely due in late Feb 2024
- HIC/PIT: Final report due to HUD in Spring 2024
  - Official PIT count for SF to occur on Jan 30, 2024

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2024 HIC/PIT

What is the HIC/PIT?

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.
- Each count is planned, coordinated, and carried out locally.
- Continuums of Care also must conduct a count of unsheltered people experiencing homelessness every other year.
  - SF will complete an unsheltered count in 2024

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What is the HIC/PIT? (cont.)

The Housing Inventory Count (HIC) reports on shelter and housing programs (ES, TH, RRH, PSH), including non-participating HMIS programs (e.g. DV programs) and includes:

- Bed/unit capacity
- Federal funding source
- HMIS participation
- Location (geocode and address)
- Other project details
- Utilization rate based on clients in shelter/housing during one night in January (point-in-time count)

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2024 HIC/PIT – Jan 30

- San Francisco will conduct the HIC/PIT Count on January 30, 2024
- All Shelter and Housing projects will need to report the actual number of clients served on the night of January 30. Information will be used to calculate Utilization Rates for each project.
  - **Important that rosters for all Shelter, Transitional Housing, RRH and PSH program are reviewed for accuracy!**

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How can I prep my agency's data for the 2024 HIC/PIT?

- Run the [GNRL-106] Program Roster report and review the list of active clients
  - Exit clients who are no longer in the project
  - Enroll missing clients
  - Especially important to review your ONE System program roster for the night of Jan 30. Set a reminder in your calendar for 1/31 to review your rosters!
- RRH and PSH projects - Fill in the Housing Move-In Date for your housed clients in the enrollment screen
  - Housing Move-In Date should always be on or after the Project Start Date (if the client was housed at entry, use the Project Start Date)
- The deadline for any review and correction of program rosters for the night of the HIC/PIC is February 9, 2024

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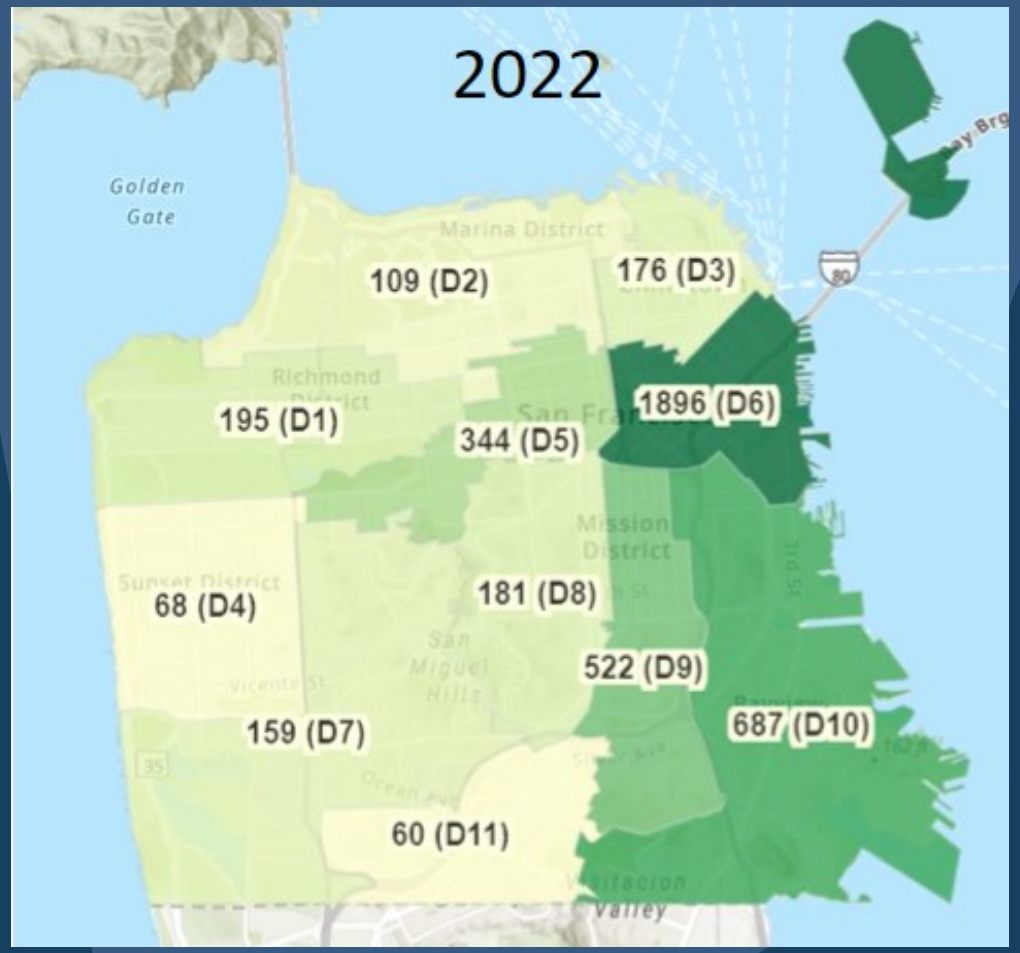
Why does accurate data in the HIC/PIT matter?

- Improves our understanding about the size and characteristics of our homeless population, which informs strategic planning
- Results impact our CoC's funding
- SF's HIC/PIT data is presented locally and nationally
  - HSH Local information on SF's PIT
  - HUD National reporting on the HIC/PIT



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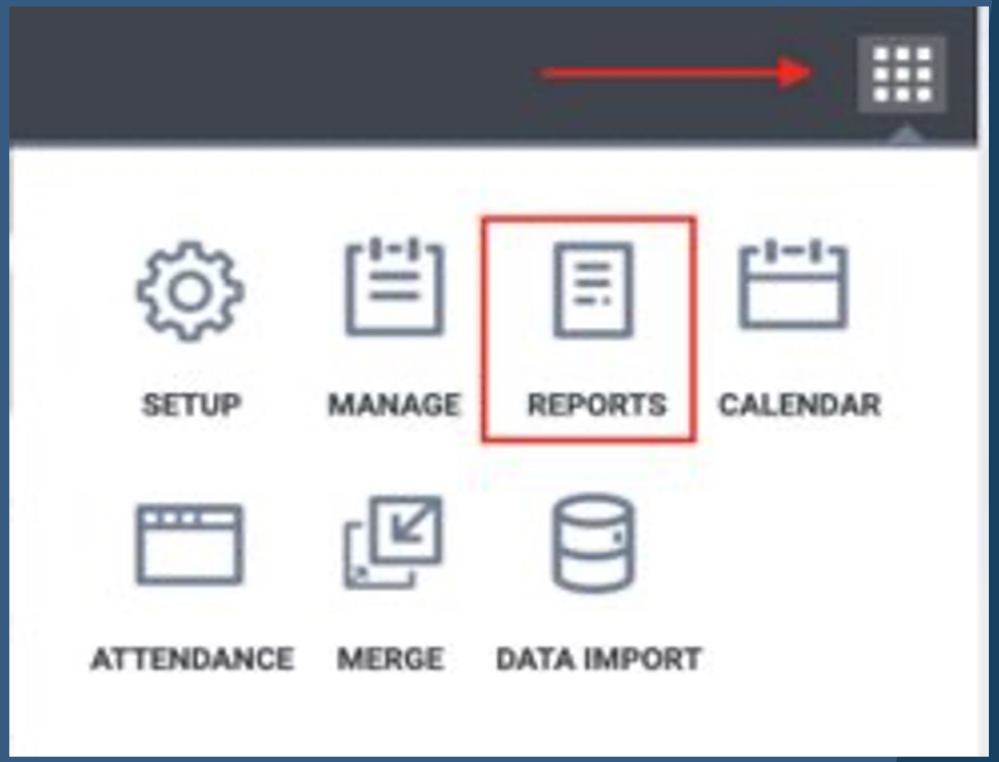

Helpful Reports for the HIC/PIT

- [GNRL-106] Program Roster
- [HUDX-225] HMIS Data Quality
- [GNRL-220] Program Details Report

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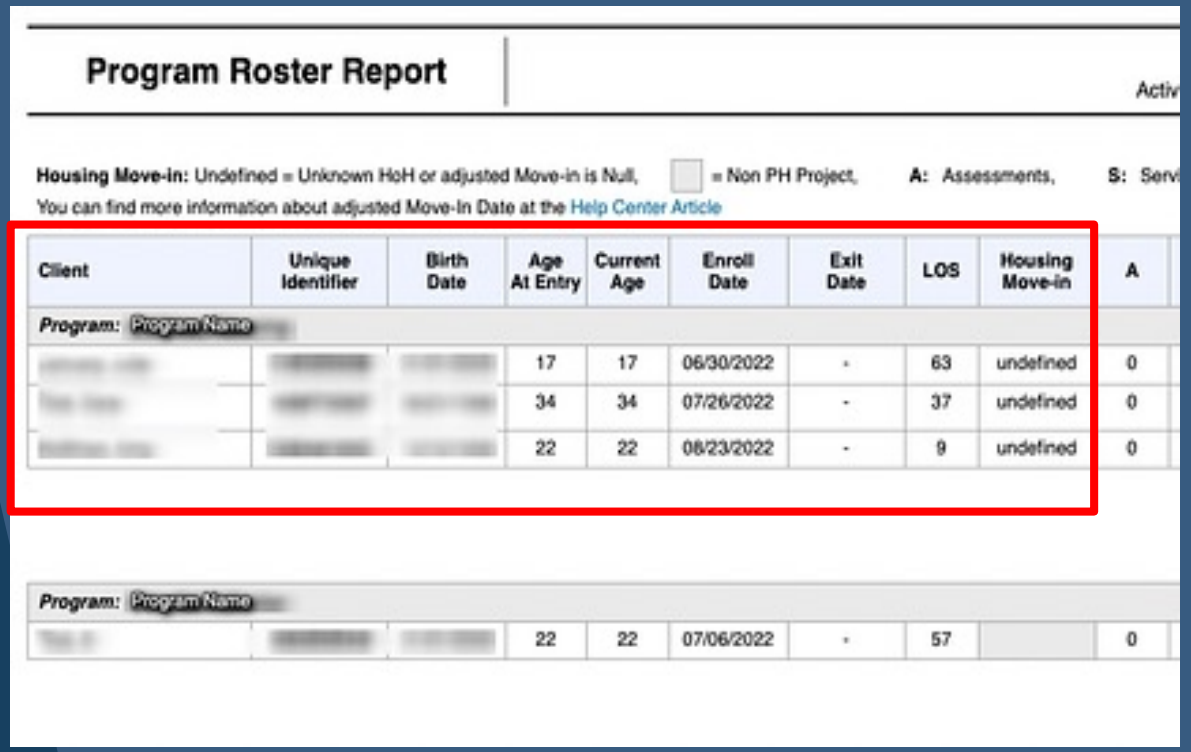
[GNRL-106] Program Roster Report

To run the [GNRL-106] Program Roster report for the HIC/PIT:

1. Log into the **ONE System** and navigate to the **Report Library** (Reports under the **Launchpad** menu in the upper right corner)
2. Locate **[GNRL-106] Program Roster** under the **Program Based Reports** section and click Run
3. Choose the Program or Programs you wish to include in the report
4. Select the **Status** as "Active within Report Date Range"
5. For **HoHs only?** select "No"
6. Enter the start date (01/30/2024) and end date (01/31/2024) for the report to focus on the PIT reporting period
7. Click **Submit**



Program Roster Report

Housing Move-in: Undefined = Unknown HoH or adjusted Move-in is Null, = Non PH Project, **A:** Assessments, **S:** Serv

You can find more information about adjusted Move-In Date at the Help Center Article

Client	Unique Identifier	Birth Date	Age At Entry	Current Age	Enroll Date	Exit Date	LOS	Housing Move-in	A
Program: Program Name									
			17	17	06/30/2022	-	63	undefined	0
			34	34	07/26/2022	-	37	undefined	0
			22	22	08/23/2022	-	9	undefined	0
Program: Program Name									
			22	22	07/06/2022	-	57		0

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[HUDX-225] HMIS Data Quality

Demographic data pulled into the HIC/PIT report includes:

- Number of children, adults aged 18-24, adults over 24
- Race, Ethnicity, Gender, Chronic Homelessness
- Disability, i.e. Substance Abuse, Mental Illness, DV, HIV/AIDS
- Subpopulations i.e. Veterans, Parenting Youth, Unaccompanied Youth

[HUDX-225] HMIS Data Quality

- Reviews data quality across a variety of HMIS data elements
- Highlights errors in data quality, and gives opportunity to drill down by client and household

HMIS Data Quality Report [FY 2022]

Demo Agency
CoC Category Filter: Agency CoC
Date Range: 09/01/2022 thru 10/31/2022

Q3. Universal Data Elements
Program Applicability: All Projects

Data Element	Error Count	% of Error Rate
Veteran Status (3.7)	1	33.33%
Project Start Date (3.10)	0	0%
Relationship to Head of Household (3.15)	2	50%
Client Location (3.16)	0	0%
Disabling Condition (3.8)	1	25%

Q4. Income and Housing Data Quality
Program Applicability: All Projects

Data Element	Error Count	% of Error Rate
Destination (3.12)	0	0%
Income and Sources (4.2) at Start	4	100%
Income and Sources (4.2) at Annual Assessment	2	100%
Income and Sources (4.2) at Exit	0	0%
Non-Cash Benefits (4.3) at Start	4	100%
Non-Cash Benefits (4.3) at Annual Assessment	2	100%
Non-Cash Benefits (4.3) at Exit	0	0%

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Future Agency Lead Meeting Topics

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Announcements

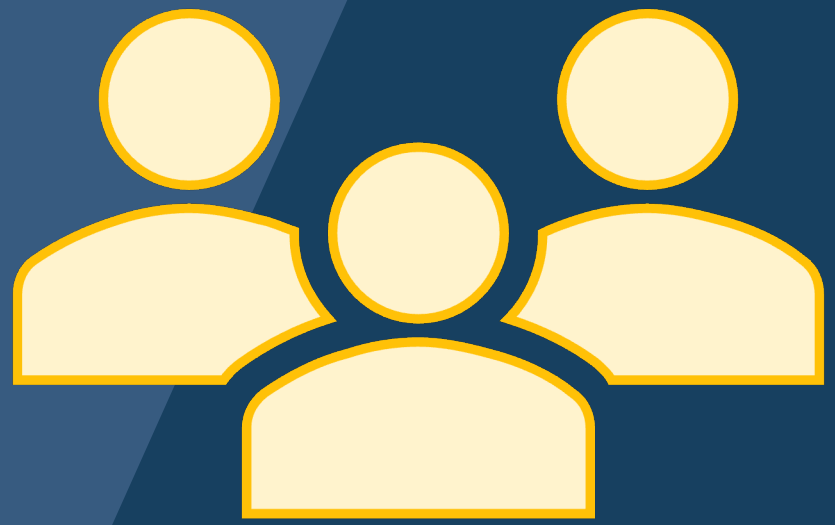
Monthly Office Hours:

- January 23 @2pm
- February 27 @ 2pm

Next Agency Leads Meetings:

- February 26 @ 10:30am
- March 25 @10:30am

Registration Links: onesf.bitfocus.com



Helpful Resources

ONESF Help Center Website

- onesf.bitfocus.com

Bitfocus Help Center

- help.bitfocus.com

Bitfocus Helpdesk

- onesf@bitfocus.com
- 415.429.4211

Thank You From Your SF Team!

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