Monthly Agency Leads Meeting

San Francisco, March 2023

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TODAY'S AGENDA

Welcome!

2023 HIC/PIT Updates

Data Tips for HIC/PIT Reporting

Reports Spotlight

System Updates

Upcoming Trainings

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Introducing Paul Devencenzi!

San Francisco's new Deputy Project Administrator

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WELCOME!

Icebreaker!

What is your favorite sunny day activity?

Please share name, pronouns, and agency when responding.

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2023 HIC/PIT Updates

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2023 HIC/PIT Updates

- This year's **Housing Inventory Count (HIC) and Point-in-Time (PIT) Count** occurred on January 26, 2023
- Currently conducting data review and cleanup for shelter and housing program **rosters and inventory**
- Final submission deadline: **April 28, 2023**

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2023 HIC/PIT: What can you do?

Proactive ways you can help ensure a successful HIC/PIT:

- Run the [GNRL-106] Program Roster for night of PIT count (01/26/2023-01/27/2023) and review the list of active clients

  - Exit clients who weren't in the project that night

  - Enroll missing clients

- Fill in the Housing Move-In Date for your housed clients in the enrollment screen for your PSH and RRH projects

  - PSH, RRH, and OPH (Other Permanent Housing) Projects will be based on clients housed

  - RRH bed/unit inventory will be based on housed clients on the night of the HIC/PIT

- Respond quickly to your HSH Program Manager when they reach out with any questions or requests for data cleanup
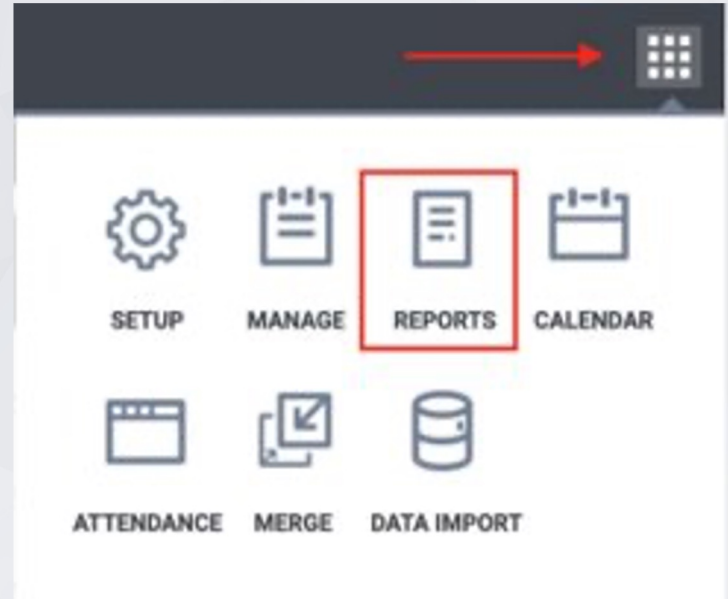
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And remember...

Data is Fun!

Data submitted in our HIC/PIT is our opportunity to show our community's **hard work** over the past year to house and shelter San Francisco's most vulnerable

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Reports Spotlight

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

[GNRL-106] Program Roster Report

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

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 (01/26/2023) and end date (01/27/2023) for the report to focus on the PIT reporting period
7. Click **Submit**

[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%

System Updates

- Housing programs:
  - ONE System updates on Annual Assessments, Tracking Eviction Notices/Unlawful Detainers, and Housing Exit Reasons
- Action Item for Agency Leads:
  - Confirm that property management staff has the Property Manager access role
  - Ensure that relevant staff attend upcoming trainings

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Upcoming Trainings

Trainings

- March 30 @ 3:10-4:25pm: ONE Training: Annual Assessments, Tracking Eviction Notices & UDs and Exit Reasons

- April 5 @ 10:10-11:25am: ONE Training: Annual Assessments, Tracking Eviction Notices & UDs and Exit Reasons

Follow-up Office Hours

- April 11 @ 4-5pm: Office Hours: Annual Assessments, Tracking Eviction Notices & UDs and Exit Reasons

- April 12 @ 10-11am: Office Hours: Annual Assessments, Tracking Eviction Notices & UDs and Exit Reasons

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Announcements

Monthly Office Hours:
- March 28 @ 2pm
- April 25 @ 2pm

Next Agency Leads Meetings:
- April 24 @ 10:30am
- May 22 @ 10:30am

Presenters are welcome!

Registration Links: onesf.bitfocus.com

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Helpful Resources

ONESF Help Center Website

https://onesf.bitfocus.com

Bitfocus Helpdesk

onesf@bitfocus.com

415.429.4211

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Thank You From Your SF Team!

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