Bitfocus

Alameda County News

Alameda County ACHMIS News: January 2025

Welcome to the Alameda County HMIS newsletter!

In this month's edition, we will cover the following topics:

- Happy New Year
- LSA – Thank You
- Federal Reporting
- Report Spotlight: [HSNG-108] Housing Census Report
- New Privacy and Security Training
- All Things HMIS Session
- Upcoming Training Dates

News

Happy New Year and Welcome Back

As we step into 2025, we're excited to embark on another incredible year together. We hope your holidays were filled with joy, relaxation, and special moments with loved ones. Here's to a fantastic year ahead! Thank you for being such an essential part of our journey. Let's make 2025 our best year yet!

Updates

LSA - Thank You

We are deeply grateful for the collective effort and dedication that allowed us to successfully navigate the LSA reporting process for 2024-2025. The improvements achieved this year reflect the hard work, collaboration, and commitment of everyone involved.

	2024	2025	Improvement:
All Households: ES/SH/TH			
Sum of Bed Nights	769,421	910,957	
overlap	1220	593	51%
Sum of ES bed nights	548,716	648,846	
overlap	133	29	78%
PSH			
overlap	6868	1818	74%
ES/SH/TH total number of bed nights	768,301	910,335	
	133	34	75%

News

Federal Reporting: HIC/PIT

What's the HIC/PIT

- The Housing Inventory Count (HIC) is a point-in-time inventory of programs within a CoC that provide beds and units dedicated to serve people experiencing homelessness, and for permanent housing projects where the client is homeless at entry.
- The HIC also provides information on the number of unduplicated clients sheltered and housed on the night of the PIT count.
- All homeless-dedicated beds must be included, regardless of funding source or whether they use the HMIS.
- This data is pulled directly from the HMIS and must be collected externally from non-participating programs.

Project Types included on the HIC

- Emergency Shelter (ES)
- Transitional Housing (TH)
- Safe Haven

- Rapid Re-Housing (RRH)
- Permanent Supportive Housing (PSH)
- Other Permanent Housing (OPH)

Data Quality

- Review relevant data on 01/23/2025
- Demographic data (DOB, Gender. Race & Ethnicity)
- Enrollment/Exit data (Head of Household [HoH]), Move-in Dates, Bed Nights, Chronically Homeless, Disability)
- Project Descriptor data – Review Bed and Unit Inventories and Project Types
- Utilization Rates – Do counts of clients housed seem too high (over 100%) or too low (under 65%)

Useful Reports

- [HUDX-225] HMIS Data Quality Report to review data quality
- [GNRL-220] Program Details Report to review all client-level data
- [GNRL-106] Program Roster to review enrollment, exit, and housing move-in dates
- [HSNG-108] Housing Census to review bed nights and maximum bed occupancy

Next Steps:

HIC: Review the inventory numbers listed in the HIC report. Any changes in Inventory count will need to be updated in HMIS. Contact **suzanne.campillo@acgov.org** for inventory updates in HMIS.

PIT: Ensure all clients served by your projects on January 23, 2025 are accurately represented in the HMIS.This includes all available demographic data, all enrollment/exit data, and accurate housing bed night services (for night-by-night emergency shelters). **If there are household move-in dates that you haven't recorded yet in your clients program enrollments, please be sure to add the move-in dates by the PIT count date.**

You can run the **[GNRL-220] Program Details Report** to review a spreadsheet containing all profile, enrollment data (including move-in dates for permanent housing projects), and exit data. The report also includes housing service start

and end dates for each client which is especially important for night-by-night shelters to review and confirm.

In particular, you should review:

- **Move-in Dates -** For Housing programs, it is critical that clients have an **accurate move-in date** to show if they were in housing on the date of the PIT count.
- **Bed nights:** For night-by-night shelters, confirm attendance services, it's critical that clients have bed night services entered for the count period.
- **Review Demographics:**
  - Date of Birth - Even approximate dates of birth ensure that adults and children are categorized correctly.
  - Gender
  - Ethnicity
  - Race
- **Chronically Homeless** - Missing answers to Living Situation questions at enrollment can result in inaccurate counts. Even one missing answer will result in a client not being counted in this category.
- **Disability** - HUD is particularly interested in counts of those who have mental health and/or substance abuse disabilities.
- **Veteran Status**
- **Total counts of people enrolled** - Do your counts seem too low or too high?

Want more information?

Learn more about the PIT Count and HIC processes by visiting **HUD's information regarding the PIT/HIC count.**

Report Spotlight

[HSNG-108] Housing Census Report

Review Your Data for the Point-In-Time Count

The Alameda County Sheltered Point-in-Time (PIT) Count will take place on the night of **January 23, 2025**. To ensure accurate reporting, we need your help in

reviewing and updating your program data.

Here's what you need to do:

- **Verify your data:** Check that all enrollments (including housing move-in dates), exits and services for the night of January 23, 2025 are complete and accurate
- **Enter data in HMIS:** Make sure this information is entered into HMIS no later than February 3, 2025
- **Run your Reports:** Use the report listed below to review your data as soon as your January 23, 2025 are entered.

Step 1 Check Occupancy

The purpose of this report is to get a detailed day-by-day view of your occupancy for housing programs on the night of January 23rd, 2025 with important key points in these areas:

- Emergency Shelter - Night-by-Night includes bed nights
- Permanent Housing Programs -Housing Move-In Dates are considered
- For Program Bed Inventory of all programs - the maximum bed occupancy is displayed

Continue reading

Training

Privacy and Security Training

Exciting news! We're rolling out a new Privacy and Security training program for all end users in Alameda County.

Here's the rundown:

- Privacy and Security training is now **OPEN!**
- January 2nd to noon on February 28, 2025, is Privacy and Security Season.
- Complete training between January 2nd and February 28th.

- Notify your agency liaison when the training is done to start agreement renewal in the system

Alameda: Privacy & Security Training

Alameda: Privacy & Security Training

FREE

- Notify your agency liaison when the training is done to start agreement renewal in the system

Curriculum   About this course

Course Overview

▼ **HMIS Basics** ✔

  ✔ 📄 HMIS Basics

  ✔ ☑ HMIS Basics Knowledge Check

▼ **Privacy & Security** ✔

  ✔ 📄 Privacy & Security (Part 1)

  ✔ ☑ Knowledge Check (1)

  ✔ 📄 Privacy & Security (Part 2)

  ✔ ☑ Knowledge Check (2)

  ✔ 📄 Privacy & Security (Part 3)

  ✔ ☑ Knowledge Check (3)

  ✔ 📄 Privacy & Security (Part 4)

  ✔ 📄 What is Next

Key Points:

- End users have a two-month window to complete the P&S training. Accounts of those who haven't completed the training will be deactivated by noon on February 28, 2024
- By March 1st, liaisons will receive a list of individuals at their agencies who haven't completed the training and have had their HMIS accounts disabled.
- We'll run weekly reports to track completion status.

Remember: Please complete the Privacy and Security training by noon on February 28th, or your HMIS account will be temporarily suspended until training and agreement completion.

News

All Things HMIS Session

We wanted to inform you all that the upcoming **Coordinated Entry Q&A Session** has been canceled. Instead, we are excited to introduce **All Things HMIS**, a new initiative designed to better support you and your work with HMIS.

All Things HMIS is an open time for you to connect with the Alameda HMIS team to discuss updates, ask questions, share feedback, or request training on specific topics. Our goal is to provide a more flexible and responsive way to meet your needs and support your success.

If you'd like to schedule time with the Alameda HMIS team during **All Things HMIS**, or if you have specific topics, you'd like us to cover, please don't hesitate to reach out to **hmissupport@achmis.org.**

We look forward to working with you and supporting your HMIS needs.

Upcoming Events

Check out these upcoming events!

Make sure you don't miss out on any of the wonderful events hosted by Alameda County HMIS at Bitfocus! You will see demos, learn about what's new, and hear announcements for what's to come! These events are for anyone who would like to join, please make sure to register in advance. We look forward to seeing you there!

Alameda HMIS Q&A Session

2nd Tuesday of the month @ 10:00 a.m.
Register | **HERE**

Alameda Users and Liasons Group Meeting

4th Tuesday of the month

User Group Meeting: 10:00 – 11:00 a.m.

Liaison Group Meeting: 11:00 a.m. – 12:00 p.m.

Register | **HERE**

Questions? Your HMIS Administrator is happy to help.

Phone: 408.426.5046
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