Agency Admin. Meeting

Thursday, January 7th, 2021

Happy New Year!

AGENDA

- CoC|Coordinated Assessment|UPLIFT Updates
- HMIS Newsletter
- HIC/PIT Updates
- SPM Updates
- Annual Privacy Training Recertification Process
- Security Compliance Checklist Process
- LSA
- Reminders
- Next Months Meeting

Getting to Know You

What's the most unusual food you have ever eaten?

CoC|Coordinated Assessment| UPLIFT Updates

CoC Updates

- NOFA postponed because of COVID-19
- Omnibus Bill included language to renew 19 grants for 2021; all ongoing received funding
- No 2020 NOFA
- Funding for CoC/ESG
- PIT; HUD is providing a waiver, we are considering making a request
  - Will reach out to partners to get a better understanding of any concerns
  - We have strong HMIS data that we can use for n estimations if needed; this is all because of you all

UPLIFT Updates

Friendly Reminder for all providers:
- This Jan-Mar 2021 quarter, there are no allocation limits, all passes will be offered on a first come, first serve basis for the whole quarter.
- The replacement period will start on Feb 1st.
- Before making your request, check your client's HMIS ROI (Release of Information) to ensure it is valid
  - If client did not consent to have a photo posted, **DO NOT** upload a photo of the client
  - All 5 pages of the ROI must be uploaded for ROI to be valid
  - **Requests with Invalid ROIs will not be processed**
  - Remember to email the UPLIFT email address uplift@hhs.sccgov.org) a correction is made to prevent delays

UPLIFT Updates

Upcoming: Please note there will be modifications made to the UPLIFT enrollment screen under the **UPLIFT ELIGIBILITY AND REFERRAL SECTION.** A notification when these changes go into effect will be sent out.

2021 UPLIFT Schedule and Important Days		
UPLIFT Related Days		
County Holidays		
Date	**Day of Week**	**Day**
January 1, 2021	Friday	New Year's Day
January 18, 2021	Monday	Martin Luther King Day
February 15, 2021	Monday	Presidents' Day
March, 19, 2021	Friday	1st Day of Apr-Jun 2021 Quarter
March 31, 2021	Wednesday	Cesar Chavez Day
May 1, 2021	Saturday	1st Day of Pooled Sticker and Replacement Period
May 31, 2021	Monday	Memorial Day
June 18, 2021	Friday	1st Day of Jul-Sep 2021 Quarter
June18.2021	Friday	Juneteenth Day
July 4, 2021	Monday	Independence Day
August 1, 2021	Sunday	1st Day of Pooled Sticker and Replacement Period
September 6, 2021	Monday	Labor Day
September 17, 2021	Friday	1st Day of Oct-Dec 2021 Quarter
October 11, 2021	Monday	Columbus Day
November 1, 2021	Monday	1st Day of Pooled Sticker and Replacement Period
November 11, 2021	Thursday	Veterans Day
November 25, 2021	Thursday	Thanksgiving
November 26, 2021	Friday	Day After Thanksgiving
December 17, 2021	Friday	1st Day of Jan-Mar 2021 Quarter
December 24, 2021	Friday	Christmas Day
December 31, 2021	Friday	New Year's Day

UPLIFT ELIGIBILITY AND REFERRAL

Is the client homeless or seriously at risk of losing their housing?   Yes

Is the client homeless?   Yes

Is the client currently receiving case management from your agency?   Yes

HMIS Newsletter

HMIS Newsletter

Santa Clara HMIS News, December 2020

Welcome to the Santa Clara County HMIS Newsletter! In this edition you'll find the following:

- That Time Again! 2020 HUD System Performance Measure Reporting
- New Features in Clarity Human Services
- Report Spotlight [HUDX-225] HMIS Data Quality Report
- 2021 Privacy & Security Retraining
- Upcoming Events
- Bitfocus Is Hiring!

Checkout the Newsletter Here!

HIC/PIT Updates

HIC/PIT Updates

PIT Count

Based on health risks from the pandemic and insufficient volunteer recruitment, we are leaning towards requesting a waiver for the unsheltered Point in Time Count this year. We will plan to conduct a full unsheltered Count and survey in January 2022. Many counties in the Bay Area have already requested a waiver for the Count.

We will be reaching out to the cities this week to make sure they are on board with this decision and hope to finalize our decision this week.

Service Providers Network Meeting
When Wed, January 13, 9:30am – 11:00am

Coordinated Assessment Work Group
When Thu, January 14, 1:00pm – 2:30pm
Description Zoom Meeting Registration Link

SPM Updates

SPM Updates

- Annual HUD report that measures CoC's performance as a coordinated system
- Unlike other HUD reports, System Performance Measures analyze clients across programs.
- Measures include:
  - Length of time homeless
  - Returns to homelessness within 2 years
  - Number of homeless persons
  - Income growth (CoC funded projects only)
  - Number of persons who become homeless for the first time
  - Successful exits to, and retention of permanent housing
- Report Date Range: 10/1/2019 - 9/30/2020
- **Report Due to HUD: 3/1/2021**

SPM Updates

What to Expect for Next Several Weeks
- The Bitfocus team is reviewing the current year's performance and data quality
- We may reach out to your agency to address data quality issues related to:

Data Element	System Performance Impact
Approximate Date Homelessness Started	Length of time homeless
Annual Assessments for CoC funded projects	Income Growth
Exit Destinations	Successful exits to, and retention of permanent housing & Data Quality

- Be on the lookout for emails from us
- You can also help by reviewing your program's data for:
  - Accurate household set-up
  - Appropriate exits in Clarity for discharged clients
  - Housing Move-in Dates for clients in housing

Annual Privacy Training Recertification Process

Annual Privacy Training Recertification - Timeline
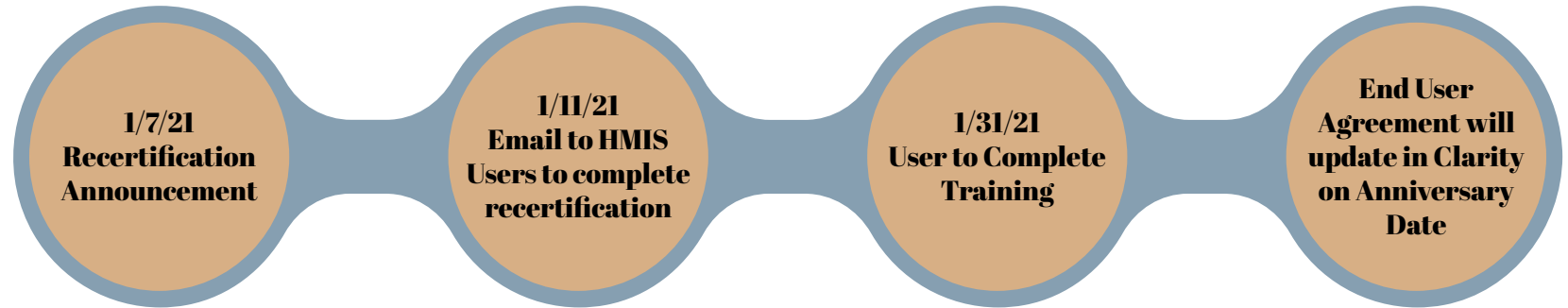
Security Compliance Checklist

Security Compliance Checklist

SCC HMIS Quarterly

Compliance Certification

Checklist

will be Due for each agency by

January 31st, 2021

Link To Full Announcement

- Submission deadline is Jan 31st, 2021
- This submission should include certification for all staff members who access HMIS
- Self certification form is optional and available on our website
- Only the final checklist needs to be submitted to scc-admin@bitfocus.com

Security Compliance Checklist

Security Officer Workstation Checklist

Instructions: For each HMIS workstation at your agency fill in the workstation location or end username. Verify items 1 through 10 on the previous page for the workstation and check (✓) the box to confirm the verification is complete. Fill in additional notes/comments and compliance issues as needed. Attach additional pages if necessary.

Return this form to scc-admin@bitfocus.com

#	Workstation Location or End Username	1	2	3	4	5	6	7	8	9	10	Notes/Comments
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												

LSA Updates

LSA Updates – *Thank You!*

- COUNTDOWN HAS BEGUN: Due Friday, January 15th, 2020
- Finalizing clean-up of warnings/flags within the next week
  - If you hear from us, we appreciate you getting back to us as soon as possible
- Overlapping Enrollments
  - A huge thank you to all of you that have been working diligently at getting these records cleaned up
  - *We would like to recognize Teresa Schmidt, Aida Tesfai, Laura Foster, Alex Le and Daniel Guhl for making their continuous efforts in getting these fixed - WE APPRECIATE YOU!*
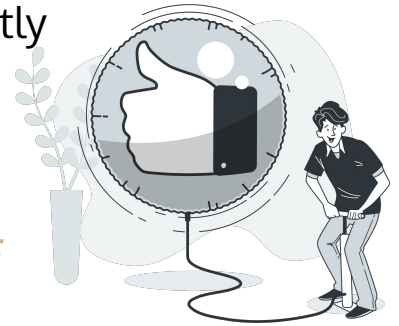
Reminders

Office Hours

Clarity Office Hours

When: Bi-weekly, Thursday
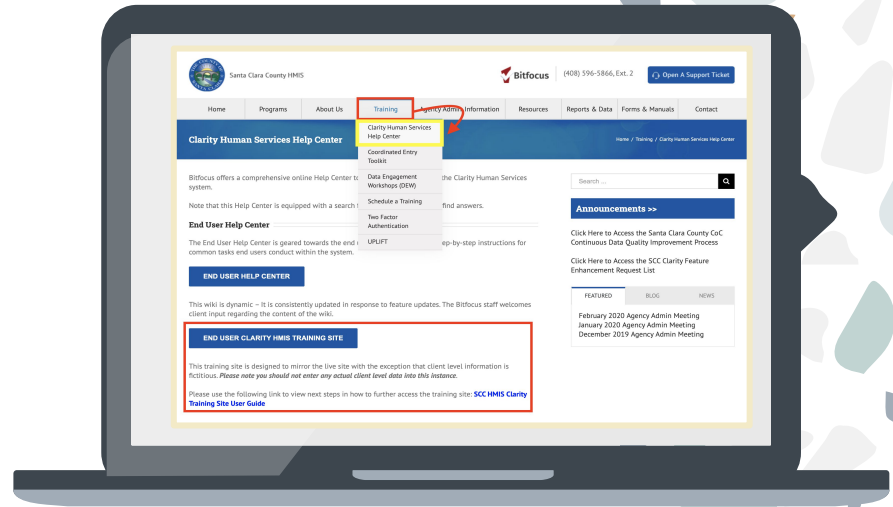Time: 10:00am - 11:30am

Looker Office Hours

When: Bi-weekly, Monday
Time: 2:00pm - 3:00pm
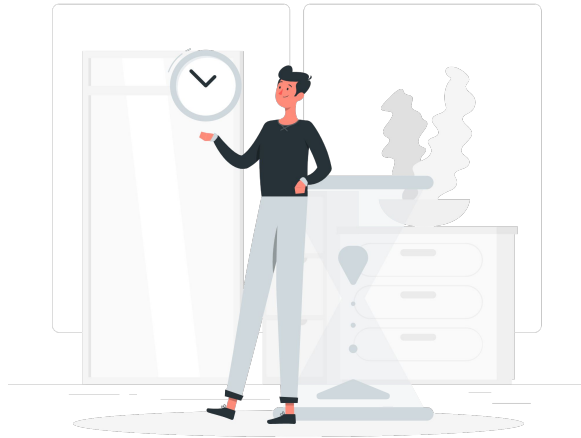
SCC HMIS Training Site

Want to hone your skills at data entry without compromising actual client data?

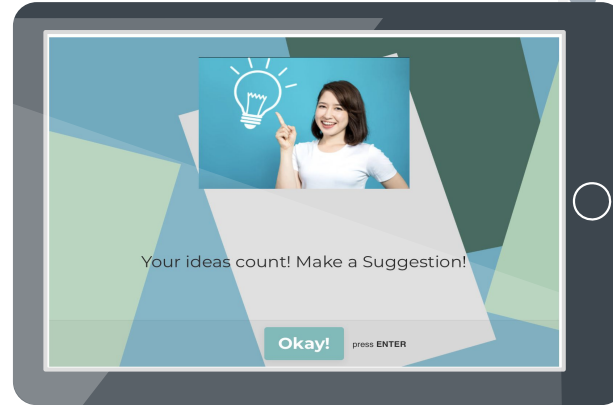*Use the End User **Clarity HMIS Training Site***

Virtual Suggestion Box

Have ideas about an enhancement and/or addition to HMIS?

Have a general questions you'd like to ask?

Let us know! Drop it in the box!

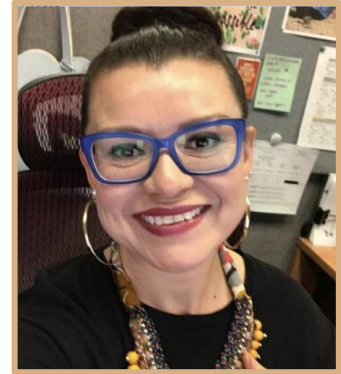*Next Months Meeting:* Thursday, February 4th, 2021

YOUR TEAM

TREVOR MELLS

TrevorM@bitfocus.com

LESLY SOTO BRIGHT

LeslyS@bitfocus.com