



January 2021 Agency Admin. Minutes

AGENDA ITEMS

- 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

Want to view the Slide Deck, click here!

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

As of 1/7/2020 there are 1066 Jan-Mar 2021 Passes left for this quarter.

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

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.

Please note the SCC UPLIFT Upcoming Calendar Schedule:

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	President's Day
March 19, 2021	Friday	1 st Day of Apr-Jun 2021 Quarter
March 31, 2021	Wednesday	Cesar Chavez Day
May 1, 2021	Saturday	1 st Day of Pooled Slicker and Replacement Period
May 31, 2021	Monday	Memorial Day
June 18, 2021	Friday	1 st Day of Jul-Sep 2021 Quarter
June 18, 2021	Friday	Juneteenth Day
July 4, 2021	Monday	Independence Day
August 1, 2021	Sunday	1 st Day of Pooled Slicker and Replacement Period
September 6, 2021	Monday	Labor Day
September 17, 2021	Friday	1 st Day of Oct-Dec 2021 Quarter
October 11, 2021	Monday	Columbus Day
November 1, 2021	Monday	1 st Day of Pooled Slicker 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	1 st Day of Jan-Mar 2021 Quarter
December 24, 2021	Friday	Christmas Day
December 31, 2021	Friday	New Year's Day



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If there are changes who your UPLIFT Point of Contact is – please inform us @ UPLIFT@hhs.sccgov.org

For all UPLIFT related inquiries please email UPLIFT@hhs.sccgov.org

HMIS Newsletter

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!

[Web link to the newsletter](#)

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

- 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

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:

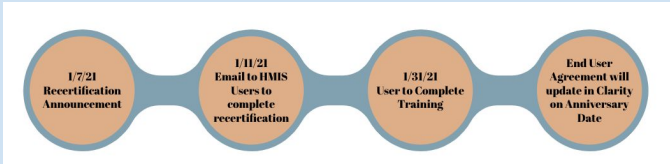
Data Element	System Performance Impact
Approximate Date Homelessness Started	Length of time homeless
Annual Assessments for CoC funded projects	Income Growth
Exit Destinations	Successful exits to, and retention of permanent housing & Data Quality

- 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



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Annual Privacy Recertification Process-Timeline



Security Compliance Checklist

- 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

[SCC HMIS Quarterly Compliance Certification Checklist](#)

[Link To Full Announcement](#)

LSA Updates

- 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

Where Are Office Hours Held? Office Hours are conducted from the comfort of your own office! Each Office Hours session is hosted online by your Santa Clara County Clarity System Administration team. You can connect using your computer (recommended so that you can see demos and post questions).

Looker Office Hours

When: Every other Monday of the month

Time: 2:00pm-3:00pm

[Zoom \(click here to access\)](#)

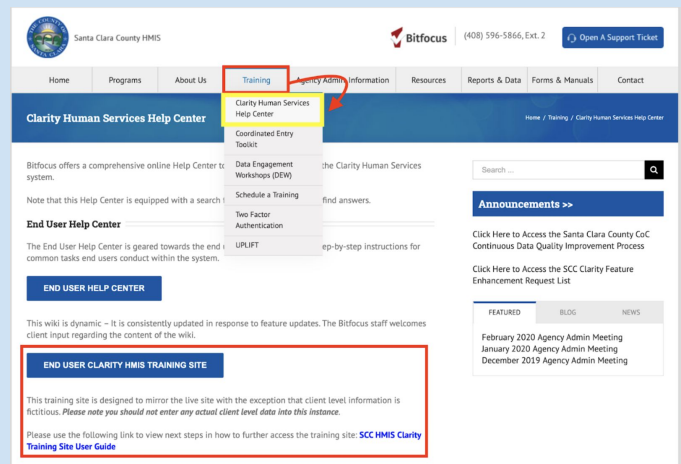
Clarity (HMIS) Office Hours

When: Every other Thursday from 10:00am-11:30am

[Zoom \(click here to access\)](#)

Clarity HMIS Training Site

Want to hone your skills at data entry without compromising actual client data? Use the End User Clarity HMIS Training Site



Click on the image above to access the content.

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SCC [Virtual Suggestion Box](#)

We value your opinion and insight. Please share with us your suggestions by using our new SCC Virtual Suggestion Box. You can access it by using the link above or directly from the [HMIS Support](#) page under the CONTACT tab and scrolling to Virtual Suggestion Box option.

Next Agency Admin Meeting

Meeting Location: [Zoom Link](#)

When: Thursday, February 14th, 2021

Time: 2:00pm – 3:30pm

Dates and locations for 2020 meetings are listed on the OSH website:

[CoC Events Calendar - Supportive Housing - County of Santa Clara](#)

Bitfocus Contact Information



Support Team:

sccsupport@bitfocus.com

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