September 2025 TA/Agency Lead Minutes

MEETING OBJECTIVES

UPDATES
- CoC Updates
- UPIFT Updates
- HMIS Newsletter

IN THE KNOW
- 2026 Data Standards Changes
- Auto-Exit Due to Inactivity/Pending CQ Referrals
- Homeless Definition & VI-SPDAT

MEMOS
- DEW! Missed it! No worries we got you!
- Recently Assessed & Not on CHQ
- Q & A Time
- Next Month's Meeting

UPDATES

CoC Membership Meeting
Date: 10/10/2025
Time: 10am-12pm
Discussion Items:
PIT findings
Community Plan to End Homelessness Update!

We're Hiring!

Upcoming Events

September 2025

MON	TUES	WED	THURS	FRI
1	2	3	4 2pm Technical Administrator (TA)/Agency Lead Meeting	5
8	9 10am Data Think Tank	10 9:30am Service Providers Network Meeting	11 10am SCC Clarity Office Hours	12
15 2pm SCC Looker Office Hours	16	17	18 2pm NOFO Committee Meeting	19
22	23	24 10am SCC TA Office Hours	25 10am SCC Clarity Office Hours 3pm Rapid Rehousing & Employment Initiatives Meeting 2310 N First Street, San Jose CA LED Training Room (Charcot SCC Building)	26 9am SCC CoC VI-SPDAT Training
29 2pm SCC Looker Office Hours	30			

UPLIFT Updates

BEFORE THE QUARTER STARTS
- Exit ALL clients who did not receive a pass (sticker) from your agency last quarter. These clients will need to have a new enrollment form submitted the next time they need a pass
- Only clients who received a pass last quarter from your agency are considered "continuing clients" and can have a status assessment submitted

REMINDERS FOR REQUESTING PASSES
- New Client = Enrollment form (program start date should say 9/12)
- Continuing Client = Status Assessment (make sure they received a pass last quarter under "Program Service History")
- MUST be dated 9/12/2025 or onward
- Quarter: Oct-Dec
- Request either a "Sticker" OR "Badge and Sticker"
- ONLY request a "Badge and Sticker" if
    - Enrolling a new client
    - A continuing client has lost their badge
    - Clients should be reusing their UPLIFT badges each quarter
- *Please check client HMIS profile to see if another agency has already requested one before submission*

Common Errors

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📷	No Photo
✖	Wrong Quarter
📄	Wrong Enrollment/Status Assessment
📅	Wrong Date
👎	Unusable Photo (face coverings, poor photo quality)
❓	No Client Name
📋	ROI (outdated, permission denied)

Program Coordinators ONLY!
- Allocation surveys have been sent out; Due 9/10
- Final allocations sent 9/11
- Email UPLIFT@osh.sccgov.org if the program coordinator at your agency changed

NO OPENINGS FOR NEW AGENCIES AT THIS TIME

HMIS Newsletter – New Look!
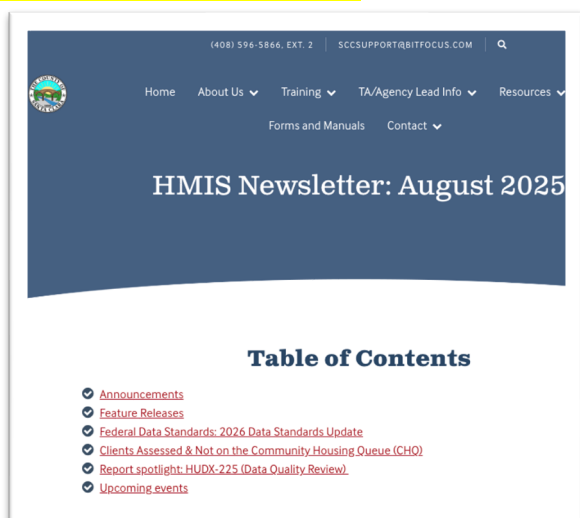
IN THE KNOW

2026 Data Standards – Summary of Changes

The Department of **Housing and Urban Development (HUD)** updates the Homeless Management Information System (HMIS) Data Standards every other year.
The requirements of the FY2026 updates must be programmed and in practice by all HMIS and comparable database systems by **Wednesday, October 1, 2025**.

Funding Sources
56: HUD: CoC Builds has been added to the universe of programs used for the calculation of the measures exposed on System Performance Measures, Measure 4 in the HMIS Performance Model.

RETIRED: (HUD: ESG-CV) (47) & (HUD: HOPWA-CV) (48)

Race & Ethnicity (3.04)
The picklist option "Hispanic/Latina/e/o" will be changed to "Hispanic/Latina/o".

Gender (3.06)
The Gender field has been retired from HUD Data Standards.
The Gender field will remain an optional field and will continue to be used by SCC.

Housing Move-In-Date (3.20)
Housing Move-in Date must be collected for VA: Grant Per Diem - Case Management/Housing Retention Projects.

VA: Grant Per Diem - Case Management/Housing Retention Projects is a specific and significant funding source from the U.S. Department of Veterans Affairs (VA).

It is a grant program designed to provide financial support to community-based organizations that help homeless veterans and those at risk of homelessness find and retain permanent housing.

Disabling Conditions (4.05 – 4.10)

The following fields are not required for VA-funded and HUD: VASH programs

SCC will continue to collect these

Physical Disability	Long Term Physical Disability
Chronic Health Condition	Long Term Chronic Health Condition
Mental Health Disorder	Long Term Mental Health Problem
Substance Abuse Disorder	Long Term Substance Abuse Problem
HIV – AIDS	Developmental Disability

Sex (4.21)

NEW data element - Sex will be added to enrollment screens

1. Data Quality Check is set to Required
2. *The field is visible for all clients*
3. This field will also be added to the Profile Screen

Translation Assistance (C4)

The following C4 Translation Assistance Needed fields have been retired – ***SCC will continue to collect this information***

- ➢ Translation Assistance Needed
- ➢ Preferred Language

If Different Preferred Language, please specify

TRANSLATION ASSISTANCE NEEDED

WOULD THE CLIENT LIKE SERVICES TO BE PROVIDED IN A LANGUAGE OTHER THAN ENGLISH?

Translation Assistance Needed	Yes
Preferred Language	✓ Select

- English
- Mandarin
- Spanish
- Tagalog
- Vietnamese
- Different Preferred Language
- Client doesn't know
- Client prefers not to answer
- Data not collected

THE FOLLOWING QUESTIONS WILL HELP US UNDE...

Current Housing Situation

Length of Stay in Current Housing Situation

Length of Stay Less Than 7 Nights

Sexual Orientation (R3)

Sexual Orientation and Other Sexual Orientation are retired. *This field has been removed from RHY, YHDP and HUD CoC project enrollments screens.*

SCC will continue to collect this information

Field Display Name	Comments Text	Tooltip Text
RETIRED (Sexual Orientation)	RETIRED: R3: Sexual Orientation	RETIRED: Enter the Sexual Orientation of the client
RETIRED (Other Sexual Orientation)	RETIRED: R3: Sexual Orientation	RETIRED: If Other Sexual Orientation, please describe

V2 Services Provided -SSVF

The field VA SSVF Service will be updated to include "Healthcare Navigation" as a service.

The Service Title is "Healthcare Navigation"

Healthcare navigation for Veterans involves personalized assistance in accessing and managing their health services, ensuring they understand and utilize their benefits effectively.

V10 Mental Health Consultation

A new field V10: Mental Health Consultation has been added as a new picklist.

Response options for the Mental Health Consultation field are:

- ✓ Mental health consultation completed
- ✓ Mental health consultation being coordinated/arranged with VA provider
- ✓ Mental health consultation being coordinated/arranged with other provider
- ✓ Offer declined

Reports

The following reports will be updated to align with 2026 DS changes

1. [HUDX-111-AD] HUD CSV / XML Program Data Export
2. [HUDX-223-AD] System Performance Measures
3. [HUDX-224-AD] PATH Annual Report
4. [HUDX-225-AD] HMIS Data Quality Report
5. [HUDX-227-AD] APR and [HUDX-228-AD] ESG CAPER
6. [HUDX-235-AD] CE APR
7. [HUDX-231-AD] LSA Export - Systemwide
8. [HUDX-230-AD] Shelter Count PIT

General & Custom Reports

General reports will be updated to align with FY 2026 Data

Standards and impacted custom reports have been identified.

Additional information about general and custom reports will be communicated as it becomes available via Pentaho Release Notes and/or targeted communication/documentation.

HUD Resources
As of August 29, 2025, HUD Exchange resources for the 2026 Data Standards updates have not yet been published. Once available, links will be added to the BF Help Desk website.
-----End of DS 2026 Changes------

Auto-EXIT Due To Inactivity/Pending CQ Referrals

Auto-Exit Due to Inactivity/Pending CQ Referrals
Auto exits do not count as client activity and this action no longer keeps a client active on a community queue.

Previously, when a program was automatically exited, and the client had a pending community queue referral, the Last Activity date was updated, keeping the client active on the community queue.
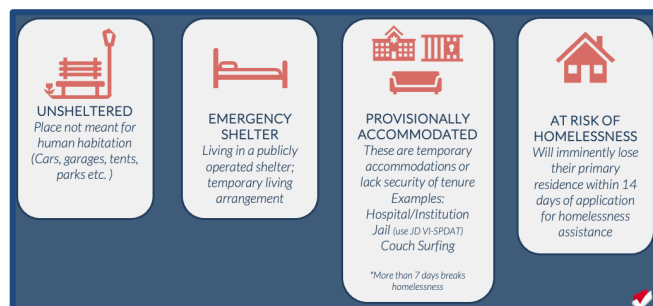
HOMELESS DEFINITION & VI-SPDAT
How The VI-SPDAT Is Used
- ✓ Identify client's level of need and vulnerability
- ✓ Inform the most beneficial housing and support services
- ✓ Prioritize who gets access to limited housing resources

The VI-SPDAT & Homelessness
- ➤ The VI-SPDAT is used for **literally homeless individuals and families** to get a better understanding of their challenges and needs
- ➤ The assessment helps determine the best housing intervention, such as Permanent Supportive Housing (PSH) or Rapid Re-housing (RRH)
- ➤ Literally homeless people are often prioritized: in reports and lists for housing services

UNSHELTERED
Place not meant for human habitation (Cars, garages, tents, parks etc.)

EMERGENCY SHELTER
Living in a publicly operated shelter; temporary living arrangement

PROVISIONALLY ACCOMMODATED
These are temporary accommodations or lack security of tenure Examples: Hospital/Institution Jail (use JD VI-SPDAT) Couch Surfing

*More than 7 days breaks homelessness

AT RISK OF HOMELESSNESS
Will imminently lose their primary residence within 14 days of application for homelessness assistance

MEMOS

AUGUST 2025 DEW *ROI'S & MANAGING HOUSEHOLD MEMBERS*
- The August 27, 2025, workshop was intended for new and returning Clarity users who need to learn about or refresh their skills on two main topics
- 1. Updating a client's Release of Information (ROI)
- 2. Managing Household Members
- The workshop covered how to modify an existing ROI, and how to add or remove individuals from a household.
- Breakout groups were created to provide
- in-depth learning on various topics!
- SLIDE DECK FOUND HERE!

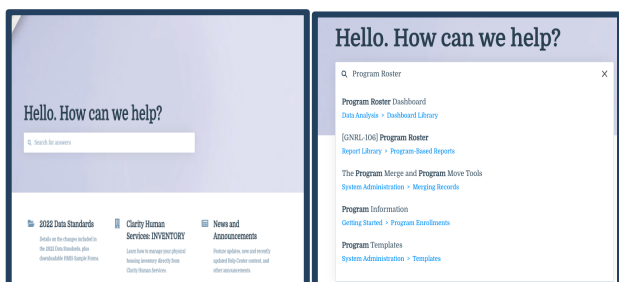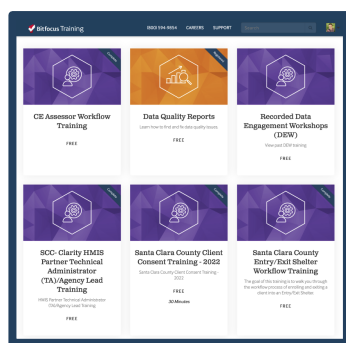**RECENTLY ASSESSED & NOT ON CHQ**

Clients with Assessment not Referred CHQ
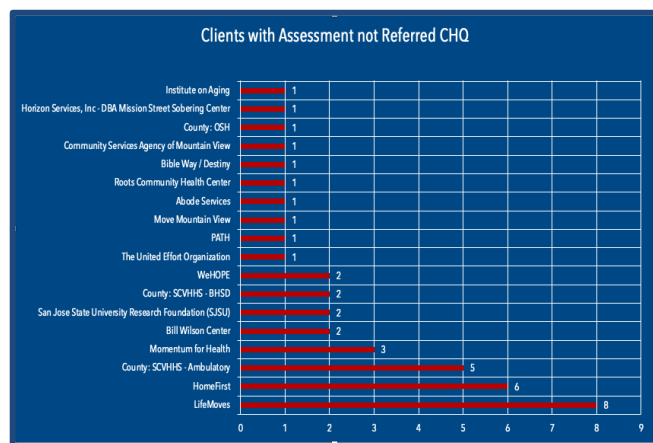
Resources
Clarity Human Services Help Center

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Link to page embedded in image!

Link to page embedded in image!

- Multiple Training Opportunities and Refreshers
- Select the training you want to watch
- Don't have enough time to watch it all - pick up next time where you left off

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)

Using the Help Desk

When requesting the following please be sure and contact the Help Desk:

1. End User Access
2. Update a user's access after completion of the VI-SPDAT required training
3. Verifying an end user has completed required training
4. Access to the SCC HMIS Training Instance/Sandbox
5. General Assistance with reporting

How To Contact the Help Desk

sccsupport@bitfocus.com

Or

(408) 596.5866 Ext. 2

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 the Virtual Suggestion Box option.
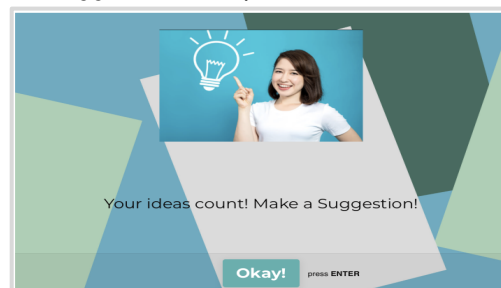
Have ideas about an enhancement and/or addition to HMIS?
Have any general questions you'd like to ask?
Let us know! Drop it in the box!

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Next Agency Admin Meeting
Meeting Location: Zoom Link
When: Thursday, October 2, 2025
Time: 2:00pm – 3:30pm
Dates and locations for 2025 meetings are listed on the OSH website:
CoC Events Calendar - Supportive Housing - County of Santa Clara

Bitfocus Contact Information
Support Team: sccsupport@bitfocus.com
Bitfocus System Administration Team: scc-admin@bitfocus.com

Your Sys. Admin. Team:

Bryanna Corsbie
bryannac@bitfocus.com
Senior Project Admin, Santa Clara County
San Jose, CA
800.594.9854

Lesly Soto Bright
leslys@bitfocus.com
Senior Project Admin, SCC
South Bay, CA
888.866.1533 x256

List of Participants
If you attended the meeting but are not listed, please let us know.

Agency Name	Full Name
Abode Services	Luis Gonzalez
Abode Services	Will Hoffer
Amigos de Guadalupe	Aurora Olivares
Asian Americans for Community Involvement (AACI)	Leticia Barrera H

Bible Way / Destiny	Aretha Cromwell
Bill Wilson Center	Laura Foster
Bill Wilson Center	Randi Rosen
California Youth Outreach	Anthony Ortiz Jr.
Carry the Vision (CTV)	Renee Ridgway
City of Morgan Hill	Brian Malicdem
City of San Jose	Marcell Leath
City of San Jose	Nathaniel Montgomery
CityTeam Ministries	Christopher Chamberlain
Community Hotline	Harjeet Reehal
Community Solutions	Lindsay Mullins
ConXion to Community	Caroline Mireles-Sailor
County of Santa Clara: SCVHHS – Public Health	Alan Garate
County of Santa Clara: SCVHHS – Public Health	Chris Cheung
County: OSH	Fang Zhu
County: OSH	Leila Qureishi
County: OSH	Spencer Leo
County: SCVHHS - Ambulatory	Andrea Medellin
County: SCVHHS - Ambulatory	Rebecca Siqueiros
County: SCVHHS - Ambulatory	Sia Bandabaila
County: SSA - DEBS General Assistance	Angelica Garay
County: SSA - DEBS SSI Advocacy	Cassandra Brenzel
Destination: Home	Maureen Damrel
Downtown Streets Team	Maureen Damrel

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Emergency Rental Assistance (ERA)	Paulina Soto
Family Supportive Housing	Alex Le
Gardner Health Services	Jovani Quinones
Goodwill of Silicon Valley	Micheal Baca
HomeFirst	Alisha Parret
Housing Choices Coalition	Nooria Alam
Institute on Aging	Christina Strine
LifeMoves	Carmen Kapanga
Mental Health Systems (MHS)	Cecilia Garate
Midtown Family Services	Stuart Richardson
Move Mountain View	Kevin Ashline
Move Mountain View	Taly Leibovici
Nation's Finest	Ilaisaane Fifita
Nation's Finest	Kim Decker
New Directions - Peninsula Healthcare Connection	Meyerlyn Sanchez
Pacific Clinics	Dominique Dumas
PATH	Aiko Yep
Razing the Bar	Molly Orsburn
Roots Community Health Center	Shamese Smalling
Sacred Heart Community Service	Paulina Soto (deleted)
Salvation Army	Owen Persons
San Jose State University Research Foundation (SJSU)	Jesse Mejia
Santa Clara County Office of Education (SCCOE)	Emiko Taylor
School Health Clinics of Santa Clara County	Rose Anne Pierre

School Health Clinics of Santa Clara County	Sharbani Mazumder
Social Impact Team (SIT) | Property Owners Downtown Association	Chris Kendrix
St. Andrew's Residential Programs for Youth (STAR)	Vicky Taylor
Stanford Health Care - Department of Social Work and Case Management	Priscilla Q3Checklist Lopez
Sunnyvale Community Services	Catherine Farry
The United Effort Organization	Carolyn Stratton
VAPAHCS	Maria Magallanes
WeHOPE	Anita Blount