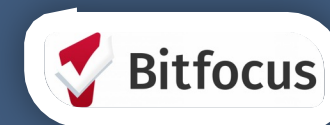




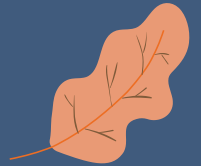
**SCC TECHNICAL  
ADMIN. (TA)  
AGENCY LEAD MEETING  
THURSDAY, NOVEMBER  
6<sup>TH</sup>, 2025**





# GETTING TO KNOW YOU!

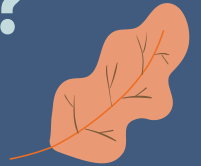
WHAT CAME FIRST? Betty White or Sliced Bread?





# GETTING TO KNOW YOU!

WHAT CAME FIRST? Kim Kardashian or Starbucks?





# GETTING TO KNOW YOU!

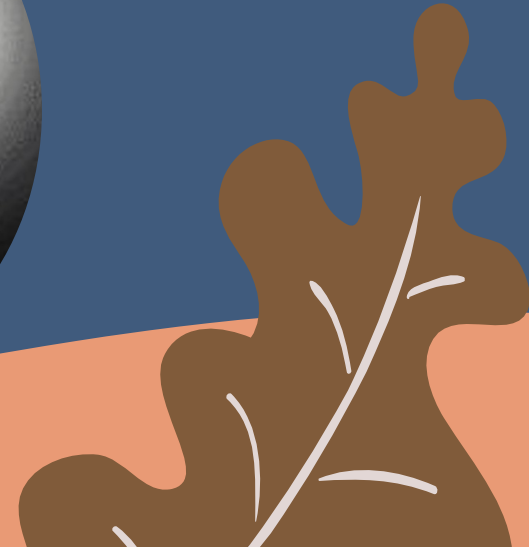
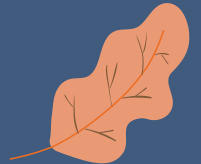
WHAT CAME FIRST? Monopoly or CLUE?





# GETTING TO KNOW YOU!

WHAT CAME FIRST? Rubix Cube or Magic 8 Ball?



# DISCUSSION ITEMS

## UPDATES

- CoC Updates
- UPLIFT Updates
- HMIS Newsletter

## IN THE KNOW

- **Federal Reporting - What's Next**
- **MyConnectSV Updates**
- **SCC HMIS Quarterly Compliance Certification Checklist - DUE**
- **Upcoming DEW - *The Datastrophes: From Messy to Manageable***

## MEMOS

- **Client Deceased Toggle**
- **CE Programs Only & DA Tab**
- **Recently Assessed & Not on CHQ**
- **Holiday Schedule**
- **Q & A**
- **Next Months Meeting**



**COC UPDATES**

# COC UPDATES



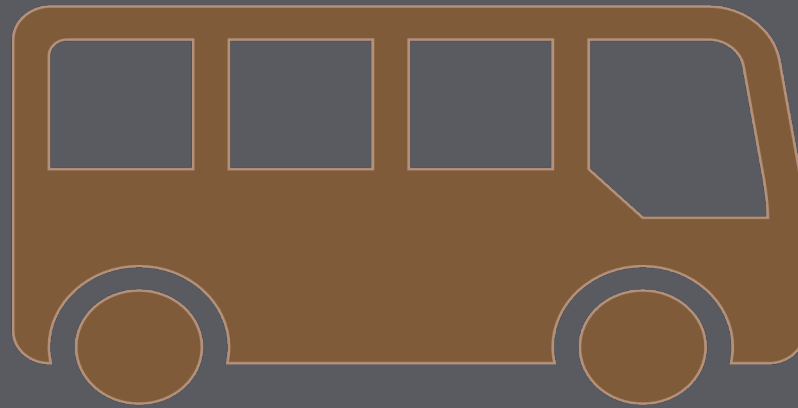
## SAVE THE DATE

- **COC MEMBERSHIP MEETING**
- **WHEN: DECEMBER 2, 1–3PM!**
- **DISCUSSION: THE MEETING AGENDA WILL INCLUDE REVIEWING AND VOTING ON ANY PROPOSED CHANGES TO THE COC GOVERNANCE CHARTER, AS WELL AS UPDATES ON THE 2025 COC NOFO, COMMUNITY PLAN TO END HOMELESSNESS, AND MYCONNECTSV.**

***A MORE DETAILED AGENDA WILL BE SENT OUT CLOSER TO THE MEETING DATE,  
REGISTER HERE!***

# November 2025

| MON                                      | TUES                                                                                                                                               | WED                                                                                                                                                          | THURS                                                                                                                      | FRI                          |
|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|------------------------------|
| 3                                        | 4<br><u>10am SCC CoC CalWORKS Training</u>                                                                                                         | 5                                                                                                                                                            | 6<br><u>10am SCC Clarity Office Hours</u><br><br><u>2pm HMIS Technical Administrator (TA)/Agency Lead Meeting</u>          | 7                            |
| 10<br><u>2pm SCC Looker Office Hours</u> | 11<br><br><u>Data Think Tank</u><br><b>VETERANS DAY BF CLOSED</b> | 12<br><u>9:30am Service Providers Network Meeting</u><br><b>For the zoom meeting details, please contact the SPN Co-Chair at: Jose@neighborhoodhands.org</b> | 13<br><u>1pm Coordinated Entry Work Group</u>                                                                              | 14                           |
| 17                                       | 18                                                                                                                                                 | 19<br><u>9am SCC CoC VI-SPDAT Training</u><br><u>150 W Tasman Dr, San Jose, CA 95134, USA</u>                                                                | 20<br><u>10am SCC Clarity Office Hours</u><br><br><u>2pm NOFO Committee Meeting</u>                                        | 21                           |
| 24<br><u>2pm SCC Looker Office Hours</u> | 25                                                                                                                                                 | 26<br><u>10am SCC TA Office Hours</u>                                                                                                                        | 27<br><br><u>Thanksgiving Holiday</u> | 28<br><u>Bitfocus Closed</u> |



**UPLIFT UPDATES**

# UPLIFT UPDATES – Q2



## No more passes are available for the October-December quarter

- The last remaining passes are currently being processed.
- Providers will be notified next week if their request could not be processed.

**\*\*\*Please do not submit anymore requests on HMIS\*\*\***

## Reminders

If a client no longer needs their pass & the sticker is still *unused*: please notify us so we can reassign the sticker to another client in need

If a replacement badge is needed, make a request for a **"Badge Only"** on HMIS **AND** notify [UPLIFT@hhs.scgov.org](mailto:UPLIFT@hhs.scgov.org)

**Office of Supportive Housing will be closed on 11/11 for County Holiday**

**Pass pickup will be unavailable and resume on 11/12.**

## Questions?

Email [UPLIFT@osh.sccogv.org](mailto:UPLIFT@osh.sccogv.org)



# HMIS NEWSLETTER



(408) 596-5866, EXT. 2

SCCSUPPORT@BITFOCUS.COM



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[TA/Agency Lead Info](#) ▼

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[Contact](#) ▼

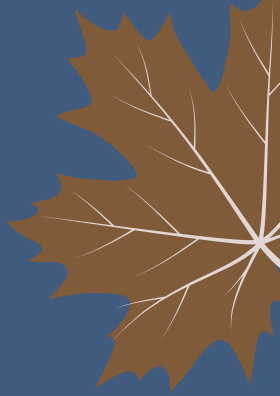
## HMIS Newsletter: October 2025

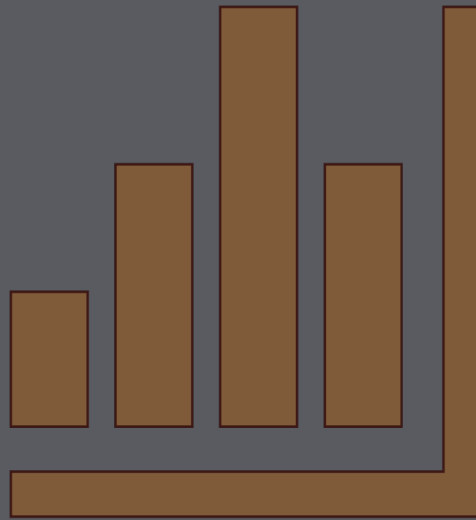
### Table of Contents

- ✓ [Announcements](#)
- ✓ [2026 HUD Data Standards](#)
- ✓ [Federal Reporting – Upcoming LSA](#)
- ✓ [Clients Assessed & Not on the CHQ](#)
- ✓ [Report Spotlight: \(GNRL-106\) Program Roster](#)
- ✓ [Upcoming events](#)
- ✓ [Bitfocus is hiring](#)



**IN THE KNOW**





# FEDERAL REPORTING – WHAT'S NEXT

# TENTATIVE LSA TIMELINE

10/01/2024 –  
09/30/2025

• **Reporting  
Timeline**

11/10/2025

• **LSA Data  
Collection  
Opens**

NOVEMBER  
TO DECEMBER

• **Data Cleaning  
& Review**

MID JANUARY

• **Submission  
Deadline**



# WHAT'S NEXT

*Please respond to any communications you receive regarding Data Quality as soon as possible*

Be sure to run the following reports to assist you in the Data Quality process

1. [\[HUDX-225\] HMIS Data Quality Report](#)
2. [\[GNRL-106\] Program Roster](#)
3. [\[GNRL-220\] Program Details Report](#)

If you have questions, please be sure and attend the **HMIS Office Hours** that occur **every other Thursday from 10am-11:30am**

# DATA ANALYSIS: LSA DATA CLEANUP REPORTS

## DATA ANALYSIS

### Built In Reports

11 report(s) ^

#### Home

APR Submission Preparation

▶ RUN

Client Status

▶ RUN

Data Quality Dashboard

▶ RUN

LSA Data Cleanup: Funding Source and Configuration Issues

▶ RUN

LSA Data Cleanup: Length of Stay and Utilization Overview

▶ RUN

LSA Data Cleanup: Overlapping Enrollments

▶ RUN

LSA Data Cleanup: Project Descriptor Data Issues

▶ RUN

Night-by-Night Shelter Daily Analysis Dashboard

▶ RUN

# DATA ANALYSIS: LSA DATA CLEANUP REPORTS

## LSA Data Cleanup: Funding Source and Configuration Issues

This dashboard will show potential issues with funding sources set-up for a program, but may also show data quality errors associated with other program configuration issues such as BUI and program start/end dates

### A. Funding Source and Bed Inventory Issues

#### A. i) GPD and SSVF Projects with No Active Grants During the Reporting Period ⓘ

|   | Program CoC | Agency Name         | Program Name                                        | Project Type                                                      | Program Active? | Operating Start Date | Operating End Date | Count of Active Grants During the Reporting Period |
|---|-------------|---------------------|-----------------------------------------------------|-------------------------------------------------------------------|-----------------|----------------------|--------------------|----------------------------------------------------|
| 1 | CA-500      | Abode Services      | [CCP Housing Maintenance] PFS- Project Welcome Home | PH – Permanent Supportive Housing (disability required for entry) | Inactive        | 2000-01-01           | 2050-01-01         | 0                                                  |
| 2 | CA-500      | Bill Wilson Center  | Jackson House                                       | Transitional Housing                                              | Inactive        | 2000-01-01           | 2024-11-15         | 0                                                  |
| 3 | CA-500      | Bill Wilson Center  | SafetyNet Shelter (HHAP)                            | Emergency Shelter – Entry Exit                                    | Inactive        | 2021-01-01           | 2024-10-31         | 0                                                  |
| 4 | CA-500      | CityTeam Ministries | CityTeam Connect - Non Participating                | Emergency Shelter – Night-by-Night                                | Active          | 2024-09-01           | ∅                  | 0                                                  |

# DATA ANALYSIS: LSA DATA CLEANUP REPORTS

## LSA Data Cleanup: Length of Stay and Utilization Overview

This dashboard will identify programs that have utilization issues based on BUI set-up – this is related to low (less than 60%) or high utilization (more than 105%)

### A. Length of Stay

#### A. i) Entry Exit Emergency Shelters Length of Stay

|   | Program CoC | Agency Name    | Program Name                   | Project Type                   | Program Active? | Operating Start Date | Operating End Date | Clients Enrolled During the Reporting Period | Total Enrollments During the Reporting Period | Active Enrollments Open for Over 90 Days | Average Days in Project |
|---|-------------|----------------|--------------------------------|--------------------------------|-----------------|----------------------|--------------------|----------------------------------------------|-----------------------------------------------|------------------------------------------|-------------------------|
| 1 | CA-500      | Abode Services | Abode – BHSD Emergency Shelter | Emergency Shelter – Entry Exit | Active          | 2025-09-02           |                    | 15                                           | 15                                            | 0                                        | 50.3                    |
| 2 | CA-500      | Abode Services | Bella Vista Abode              | Emergency Shelter – Entry Exit | Active          | 2024-01-01           | 2026-07-01         | 147                                          | 147                                           | 36                                       | 120.4                   |
| 3 | CA-500      | Abode Services | BHSD Casa De Novo Interim (IH) | Emergency Shelter – Entry Exit | Active          |                      |                    |                                              |                                               |                                          |                         |
| 4 | CA-500      | Abode Services | Casa De Novo Interim (IH)      | Emergency Shelter – Entry Exit | Active          |                      |                    |                                              |                                               |                                          |                         |

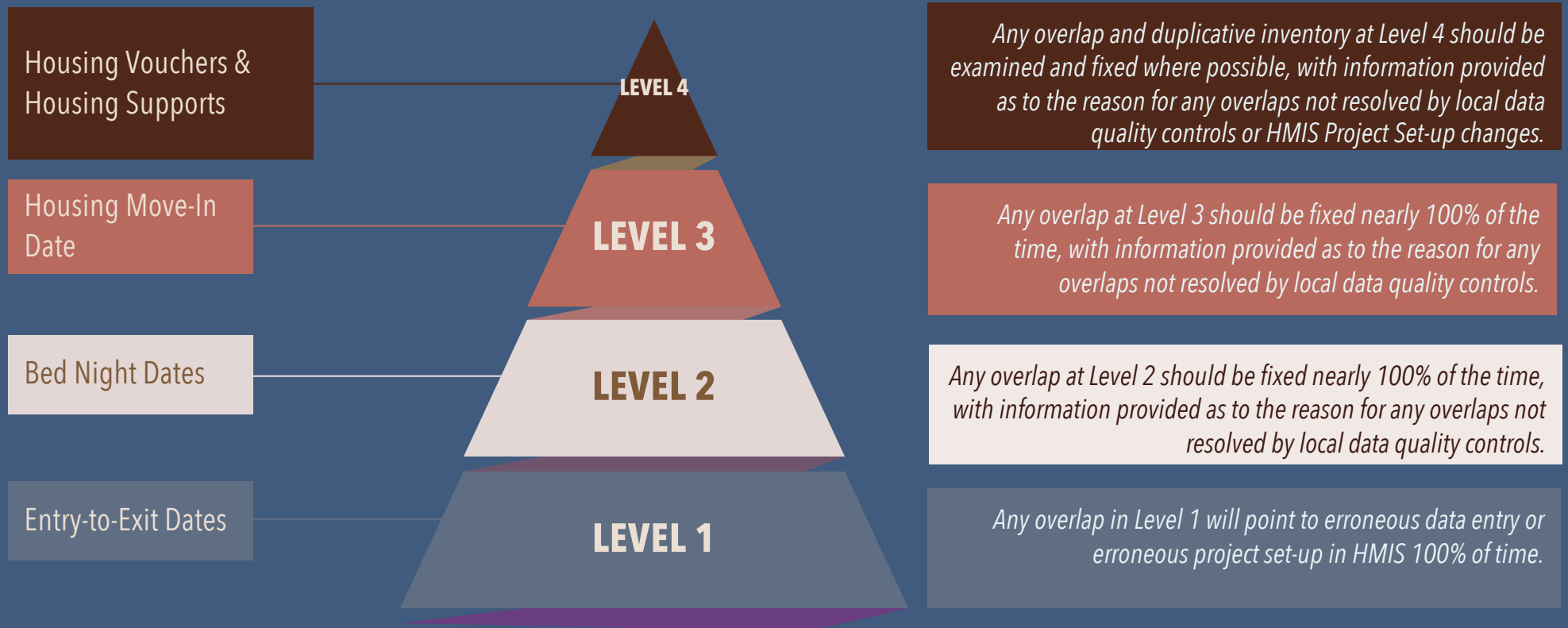
### B. Utilization

The potential Bed Inventory calculates to the end of the Reporting Period even if all of the dates have not occurred. For this reason, a date range filter or filtering on a time range that is in the last "Complete" time range is recommended, or utilization will be underreported.

#### B. i) Entry Exit Emergency Shelter, Transitional Housing, and Safe Haven Program Utilization Over the Reporting Period

|   | Program CoC | Agency Name    | Program Name                                    | Project Type                   | Program Active? | Operating Start Date | Operating End Date | Total Enrollments Active During the Reporting Period | Program Utilization During the Reporting Period | Note About Utilization |
|---|-------------|----------------|-------------------------------------------------|--------------------------------|-----------------|----------------------|--------------------|------------------------------------------------------|-------------------------------------------------|------------------------|
| 1 | CA-500      | Abode Services | Abode – BHSD Emergency Shelter                  | Emergency Shelter – Entry Exit | Active          | 2025-09-02           |                    | 15                                                   | 4.6%                                            | Low Utilization        |
| 2 | CA-500      | Abode Services | Bella Vista Abode                               | Emergency Shelter – Entry Exit | Active          | 2024-01-01           | 2026-07-01         | 147                                                  | 96.3%                                           |                        |
| 3 | CA-500      | Abode Services | BHSD Casa De Novo Interim (IH)                  | Emergency Shelter – Entry Exit | Active          | 2025-03-01           |                    | 23                                                   | 69.5%                                           |                        |
| 4 | CA-500      | Abode Services | Casa De Novo Interim (IH)                       | Emergency Shelter – Entry Exit | Active          | 2022-07-01           |                    | 8                                                    | 7.9%                                            | Low Utilization        |
| 5 | CA-500      | Abode Services | HDAP Bella Vista Interim Housing Project 1 (IH) | Emergency Shelter – Entry Exit | Active          | 2023-04-17           | 2030-04-30         | 43                                                   | 61.9%                                           | Low Utilization        |
| 6 | CA-500      | Abode Services | HDAP PSH Interim Pedro Street Project 1(IH)     | Emergency Shelter – Entry Exit | Active          | 2023-04-17           |                    | 58                                                   | 66.3%                                           |                        |
| 7 | CA-500      | Abode Services | Plaza                                           | Emergency Shelter – Entry Exit | Active          | 2022-07-01           |                    | 72                                                   | 95.8%                                           |                        |
| 8 | CA-500      | Abode Services | Plaza                                           | Emergency Shelter – Entry Exit | Active          | 2021-03-01           |                    | 72                                                   | 75.5%                                           |                        |

# DATA ANALYSIS: OVERLAPPING ENROLLMENTS



# DATA ANALYSIS: LSA DATA CLEANUP REPORTS

## LSA Data Cleanup: Overlapping Enrollments

This dashboard enables users to review overlapping residential enrollments and overlapping bed nights for data quality clean-up initiatives and general review.

| LSA Data Cleanup: Overlapping Enrollments                                        |                          |                                              |                           |                                                                                 |                          |                               |                                   |                              |                                     |                                      |                            |                         |                              |                                |                           |                                |                                    |
|----------------------------------------------------------------------------------|--------------------------|----------------------------------------------|---------------------------|---------------------------------------------------------------------------------|--------------------------|-------------------------------|-----------------------------------|------------------------------|-------------------------------------|--------------------------------------|----------------------------|-------------------------|------------------------------|--------------------------------|---------------------------|--------------------------------|------------------------------------|
| Entry Exit    Entry Exit Overlaps                                                |                          |                                              |                           |                                                                                 |                          |                               |                                   |                              |                                     |                                      |                            |                         |                              |                                |                           |                                |                                    |
| Overlapping Enrollments in Entry Exit Project Types (ES-EE, PH, RRH, SH, & TH) ⓘ |                          |                                              |                           |                                                                                 |                          |                               |                                   |                              |                                     |                                      |                            |                         |                              |                                |                           |                                |                                    |
|                                                                                  | Overlapped Program ^ CoC | Overlapped Agency ^ Name                     | Overlapped Program ^ Name | Overlapped Project Type                                                         | Overlapped Enrollment ID | Overlapped Project Start Date | Overlapped Household Move-In Date | Overlapped Project Exit Date | User Creating Overlapped Enrollment | Overlapped Enrollment Assigned Staff | Overlapping Enrollment CoC | Overlapping Agency Name | Overlapping Program Name     | Overlapping Project Type       | Overlapping Enrollment Id | Overlapping Project Start Date | Overlapping Household Move-In Date |
| 3                                                                                | CA-500                   | Santa Clara County Housing Authority (SCCHA) | HUD - VASH                | for entry)<br>PH – Permanent Supportive Housing (disability required for entry) | 531654<br>...            | 2018-12-27                    | 2019-03-21                        | ⓘ                            | alliem                              | Allie Sebastian                      | CA-500                     | Salvation Army          | Emmanuel House (Overnighter) | Emergency Shelter – Entry Exit | 644407<br>...             | 2025-04-09                     | ⓘ                                  |
| 4                                                                                | CA-500                   | Santa Clara County Housing Authority (SCCHA) | HUD - VASH                | PH – Permanent Supportive Housing (disability required for entry)               | 531654<br>...            | 2018-12-27                    | 2019-03-21                        | ⓘ                            | alliem                              | Allie Sebastian                      | CA-500                     | Salvation Army          | Emmanuel House (Overnighter) | Emergency Shelter – Entry Exit | 644875<br>...             | 2025-04-15                     | ⓘ                                  |

# DATA ANALYSIS: LSA DATA CLEANUP REPORTS

## Overlapping Enrollments Level 1

| Inventory/Enrollment #1                                              | Inventory/Enrollment #2                                              | DQ Analysis Issue                                          |
|----------------------------------------------------------------------|----------------------------------------------------------------------|------------------------------------------------------------|
| Emergency Shelter (1) start-to-end date range (w/in report dates)    | Emergency Shelter (2) start-to-end date range (w/in report dates)    | Any overlap by any number of days is physically impossible |
| Emergency Shelter start-to-end date range (w/in report dates)        | Transitional Housing start-to-end date range (w/in report dates)     | Any overlap by any number of days is physically impossible |
| Emergency Shelter start-to-end date range (w/in report dates)        | Safe Haven start-to-end date range (w/in report dates)               | Any overlap by any number of days is physically impossible |
| Safe Haven (1) start-to-end date range (w/in report dates)           | Safe Haven (2) start-to-end date range (w/in report dates)           | Any overlap by any number of days is physically impossible |
| Safe Haven start-to-end date range (w/in report dates)               | Transitional Housing start-to-end date range (w/in report dates)     | Any overlap by any number of days is physically impossible |
| Transitional Housing (1) start-to-end date range (w/in report dates) | Transitional Housing (2) start-to-end date range (w/in report dates) | Any overlap by any number of days is physically impossible |

# DATA ANALYSIS: LSA DATA CLEANUP REPORTS

## Overlapping Enrollments Level 2

| Inventory/Enrollment #1                                       | Inventory/Enrollment #2                                          | DQ Analysis Issue                                                                                                                                                             |
|---------------------------------------------------------------|------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Emergency Shelter start-to-end date range (w/in report dates) | Emergency Shelter Bed Night (w/in report dates)                  | Any overlap of more than two consecutive days should be fixed; one or two days should be explained.                                                                           |
| Emergency Shelter (1) Bed Night (w/in report dates)           | Emergency Shelter (2) Bed Night (w/in report dates)              | A bed night recorded in two different Emergency Shelter nbn projects on the same date for the same household is physically impossible and should be resolved 100% of the time |
| Emergency Shelter Bed Night (w/in report dates)               | Safe Haven start-to-end date range (w/in report dates)           | Any overlap of more than two consecutive days should be fixed; one or two days should be explained.                                                                           |
| Emergency Shelter Bed Night (w/in report dates)               | Transitional Housing start-to-end date range (w/in report dates) | Any overlap of more than two consecutive days should be fixed; one or two days should be explained.                                                                           |

# DATA ANALYSIS: LSA DATA CLEANUP REPORTS

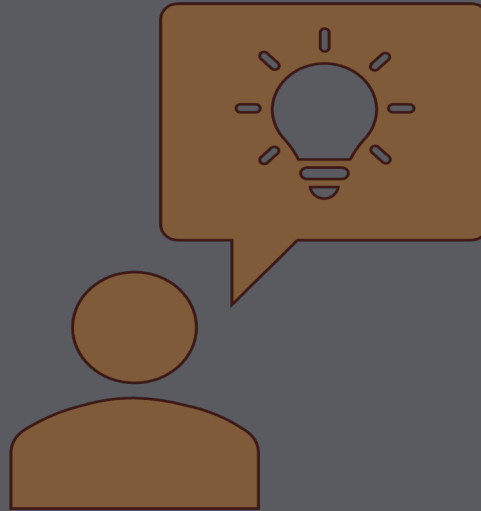
## Overlapping Enrollments Level 3

| Inventory/Enrollment #1                                          | Inventory/Enrollment #2                                                                                   | DQ Analysis Issue                                                                                   |
|------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| Emergency Shelter start-to-end date range (w/in report dates)    | PSH Housing Move-In Date-to-end date range (w/in report dates)                                            | Any overlap of more than two days should be fixed; one or two days should be explained.             |
| Safe Haven start-to-end date range (w/in report dates)           | PSH Housing Move-In Date-to-end date range (w/in report dates)                                            | Any overlap by any number of days is physically impossible                                          |
| Transitional Housing start-to-end date range (w/in report dates) | PSH Housing Move-In Date-to-end date range (w/in report dates)                                            | Any overlap by any number of days is physically impossible                                          |
| Emergency Shelter Bed Night (w/in report dates)                  | PSH Housing Move-In Date-to-end date range (w/in report dates)                                            | Any overlap of more than two consecutive days should be fixed; one or two days should be explained. |
| Emergency Shelter start-to-end date range (w/in report dates)    | RRH, PH-Housing Only, PH-Housing with Services Housing Move-In Date-to-end date range (w/in report dates) | Any overlap of more than two days should be fixed; one or two days should be explained.             |
| Safe Haven start-to-end date range (w/in report dates)           | RRH, PH-Housing Only, PH-Housing with Services Housing Move-In Date-to-end date range (w/in report dates) | Any overlap by any number of days is physically impossible                                          |
| Transitional Housing start-to-end date range (w/in report dates) | RRH, PH-Housing Only, PH-Housing with Services Housing Move-In Date-to-end date range (w/in report dates) | Any overlap by any number of days is physically impossible                                          |
| Emergency Shelter Bed Night (w/in report dates)                  | RRH, PH-Housing Only, PH-Housing with Services Housing Move-In Date-to-end date range (w/in report dates) | Any overlap of more than two consecutive days should be fixed; one or two days should be explained. |

# DATA ANALYSIS: LSA DATA CLEANUP REPORTS

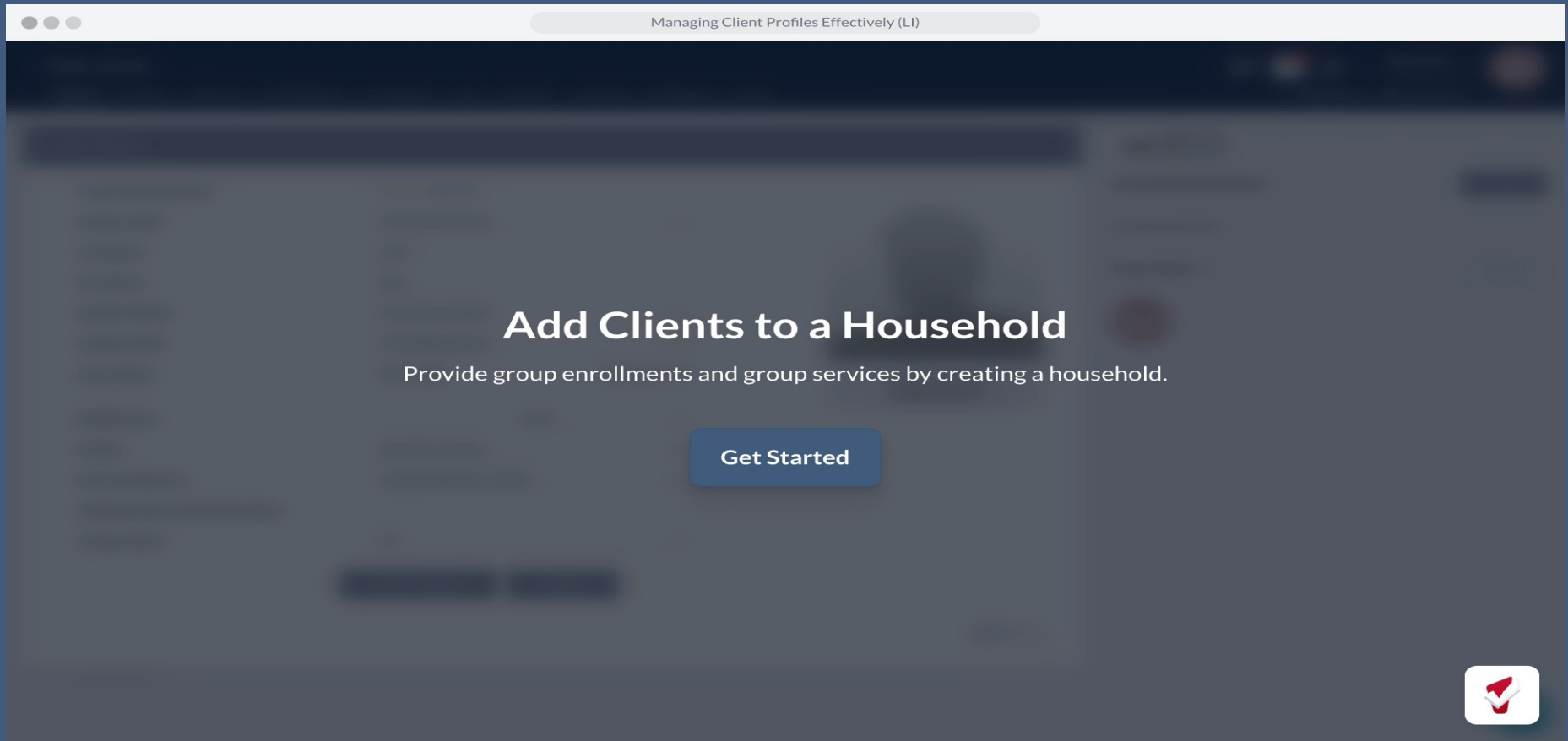
## Overlapping Enrollments Level 4

| Inventory/Enrollment #1                                                                                        | Inventory/Enrollment #2                                                                                       | DQ Analysis Issue                                          |
|----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| *PSH (1) Housing Move-In Date-to-end date range (w/in report dates)                                            | PSH (2) Housing Move-In Date-to-end date range (w/in report dates)                                            | Any overlap by any number of days is physically impossible |
| *PSH (1) Entry date-to-end date range (w/in report dates)                                                      | PSH (1) Entry date-to-end date range (w/in report dates)                                                      | Any overlap by any number of days is physically impossible |
| *RRH (1) Entry date-to-end date range (w/in report dates)                                                      | RRH (1) Entry Date-to-end date range (w/in report dates)                                                      | Any overlap by any number of days is physically impossible |
| RRH, PH-Housing Only, PH-Housing with Services Housing Move-In Date-to-end date range (w/in report dates)      | PSH Housing Move-In Date-to-end date range (w/in report dates)                                                | *See supplemental funding source breakdown below           |
| *RRH, PH-Housing Only, PH-Housing with Services (1) Housing Move-In Date-to-end date range (w/in report dates) | RRH, PH-Housing Only, PH-Housing with Services (2) Housing Move-In Date-to-end date range (w/in report dates) | *See supplemental funding source breakdown below           |



HOW DO I CREATE A HOUSEHOLD AND  
MANAGE MEMBERS?

# DATA ANALYSIS: LSA DATA CLEANUP REPORTS



# LSA HOH COMMON ERROR



## **MULTIPLE HEADS OF HOUSEHOLD**

More than one client within a household is incorrectly marked as the HoH in the same project enrollment.



## **INCORRECT ENROLLMENT/EXIT DATES**

The person designated as HoH has a different project start or exit date than other members of the household, which can cause data inconsistencies.



## **MISSING HEAD OF HOUSEHOLD**

A group enrollment is created for a family, but no individual is designated as the HoH.

This can happen if the original HoH exits the project and a replacement is not designated.



## **MINOR DESIGNATED AS HEAD OF HOUSEHOLD**

An individual under 18 is incorrectly designated as the HoH, unless they are an unaccompanied minor.

A related error occurs when a minor who turns 18 during the project is not updated to reflect their new adult status.

# LSA HOH COMMON ERROR



## **MISSING "RELATIONSHIP TO HEAD OF HOUSEHOLD"**

Not every member of a household has a response entered for their relationship to the designated HoH.



## **CHILDREN ADDED TO THE WRONG HOUSEHOLD**

In cases of multi-minor households, children who are not related are sometimes incorrectly put into the same household record.



## **OUTDATED RELATIONSHIPS**

If a new HoH is designated mid-enrollment, the "Relationship to Head of Household" for other family members is not updated to reflect the new designation.



## **SEPARATED HOUSEHOLDS NOT UPDATED**

If household members enter different types of projects (e.g., a mother and children go to a family shelter while the father goes to a men's shelter), their HMIS records are not always updated to reflect their separate living arrangements



# MYCONNECTSV – UPDATES

# LET'S GET CLIENTS CONNECTED TO MCSV!

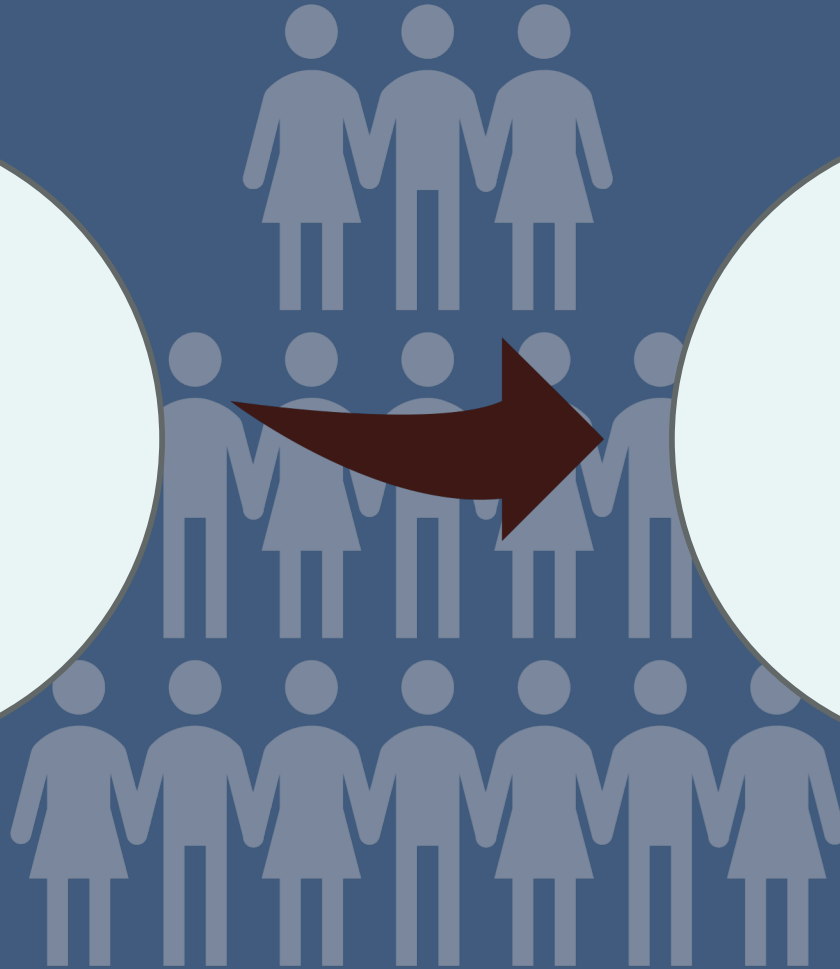
1975

CURRENT NUMBER OF  
CLIENTS CONNECTED



2200

GOAL



| Agency Name                                 | Users - Oct 2025 |
|---------------------------------------------|------------------|
| HomeFirst                                   | 33               |
| Community Solutions                         | 23               |
| PATH                                        | 18               |
| County: OSH                                 | 17               |
| The United Effort Organization              | 15               |
| LifeMoves                                   | 10               |
| Abode Services                              | 10               |
| South County Community Services             | 9                |
| City of San Jose                            | 8                |
| Bill Wilson Center                          | 5                |
| Amigos de Guadalupe                         | 5                |
| Family Supportive Housing                   | 5                |
| California Youth Outreach                   | 4                |
| Mission Possible                            | 4                |
| County: SCVHHS - BHSD                       | 4                |
| Downtown Streets Team                       | 3                |
| St. Andrew's Residential Programs for Youth | 3                |

|                                               |   |
|-----------------------------------------------|---|
| Goodwill of Silicon Valley                    | 3 |
| Bible Way / Destiny                           | 3 |
| Carry the Vision (CTV)                        | 2 |
| County: Reentry Resource Center               | 2 |
| Destination: Home                             | 2 |
| Move Mountain View                            | 2 |
| New Directions - Peninsula Healthcare Conn    | 2 |
| Sunnyvale Community Services                  | 2 |
| County: SSA - DEBS General Assistance         | 2 |
| Community Hotline                             | 1 |
| County of Santa Clara: SCVHHS - Public Hea    | 1 |
| County: SCVHHS - Ambulatory                   | 1 |
| Catholic Charities                            | 1 |
| Pathway Society                               | 1 |
| Razing the Bar                                | 1 |
| Roots Community Health Center                 | 1 |
| Sacred Heart Community Service                | 1 |
| Silicon Valley Independent Living Center (SVI | 1 |
| Superior Court of CA, County of Santa Clara   | 1 |

*\*Agencies in green increased their number of users since last month*

# HOW TO CONNECT CLIENTS...

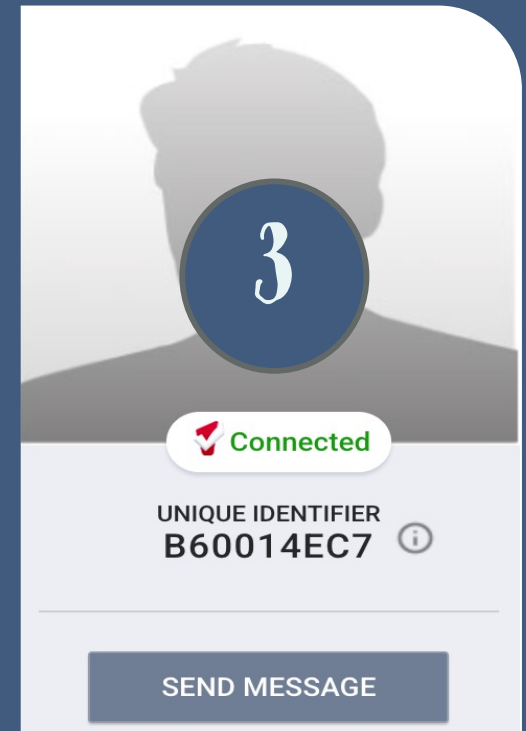
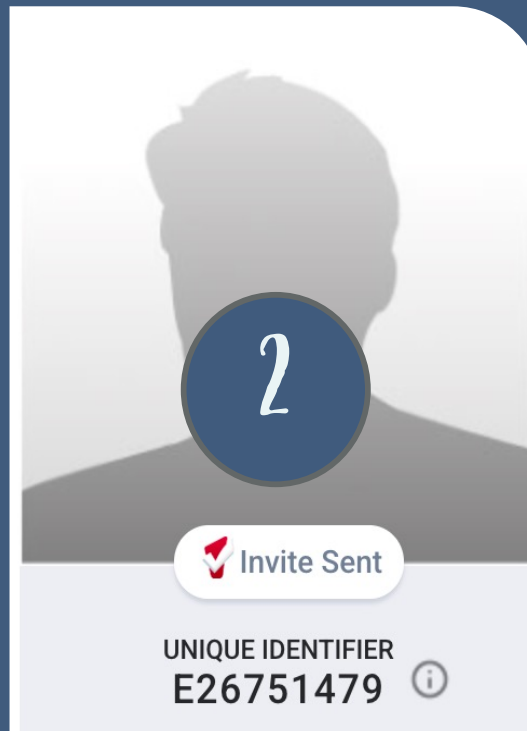
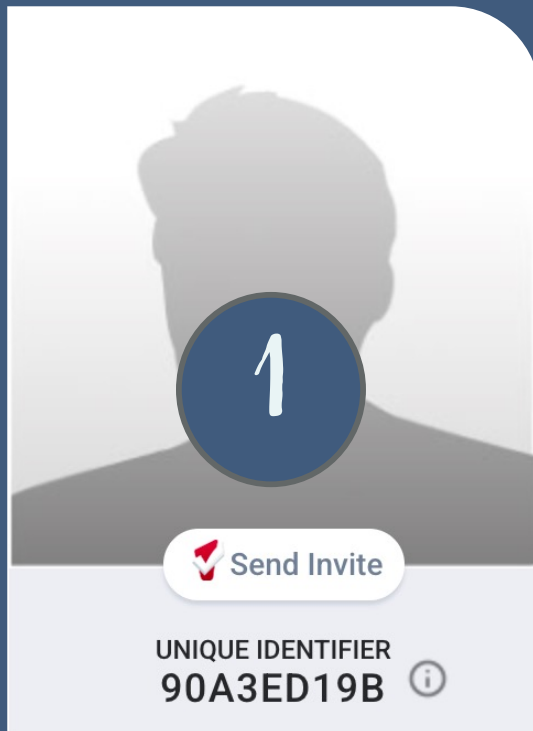


***No matter where participants are in their housing journey, MyConnectSV can help!***

1. If you already have access to HMIS in SCC, all you need to do is complete a quick training and confirm your completion with the [Bitfocus Help Desk](#).
2. Then, you're ready to leverage MyConnectSV as you provide excellent care for service participants!

**START YOUR MYCONNECTSV TRAINING!**

# HOW TO CONNECT CLIENTS...



START YOUR MYCONNECTSV TRAINING!



**SCC HMIS QUARTERLY  
COMPLIANCE CERTIFICATION  
DUE**

# SCC QUARTERLY COMPLIANCE CHECKLIST



**DEADLINE:**  
**THURSDAY, OCTOBER**  
**31<sup>ST</sup> EOB**  
**DETAILS HERE!**



## **NON-SUBMISSION**

*Staff not certified will be made  
inactive*

*Once submitted staff can contact the  
Help Desk ([sccsupport@Bitfocus.com](mailto:sccsupport@Bitfocus.com))  
to be reinstated*



UPCOMING DEW –  
***THE DATASTROPHES***  
***FROM MESSY TO MANAGEABLE***

## JOIN US FOR THIS MONTHS DEW THE DATASTROPES: FROM MESSY TO MANAGEABLE

### DATE: 1 PM 11/19/2025

*Are you spending too much time manually correcting data errors? Join this essential workshop focused on helping you maintain clean, reliable data in Clarity!*

This session will teach staff how to efficiently monitor data quality and implement practical steps to fix data errors as they appear in Clarity. We'll show you how to leverage the system's tools to ensure your reporting is accurate.

### WHO SHOULD ATTEND?

All Clarity users are welcome, but this training is a must for those actively involved in data integrity.

This includes

- Contract Monitors
- Program Managers
- End-Users responsible for data quality reconciliation

[REGISTER HERE!](#)

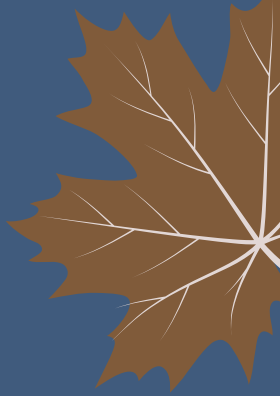
### WHAT YOU'LL LEARN - MONITORING DATA QUALITY

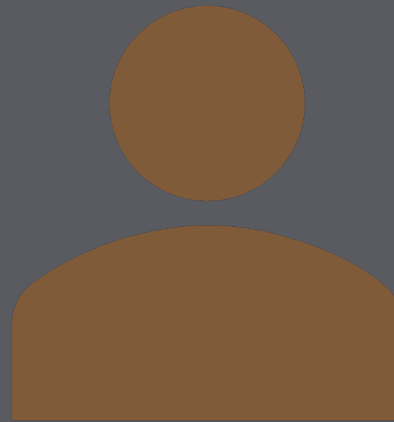
Stop guessing and start analyzing! Are you unsure which reports are available for tracking and analyzing data quality in Clarity?

We'll provide a detailed, hands-on review of the available data monitoring reports so you know exactly where to look and what to do next.



# MEMOS





**CLIENT DECEASED TOGGLE**

# CLIENT DECEASED TOGGLE

CLIENT PROFILE

Social Security Number

\*\*\* - \*\* - xxxx

Quality of SSN

Client doesn't know

Last Name

Skywalker Test

First Name

Luke

Quality of Name

Full name reported

Quality of DOB

Full DOB Reported

Date of Birth

08/26/1974

Adult. Age: 51

Connected

UNIQUE IDENTIFIER

53DA21C1D

SEND MESSAGE

⚠️

ATTENTION: This Client has been identified as being deceased.

1. Contact your Bitfocus Help Desk: [sccsupport@bitfocus.com](mailto:sccsupport@bitfocus.com) and immediate supervisor for next steps.

2. Record how you learned of this information in the client's case notes.

Middle Name

Suffix

None

Alias

Test Client

Sex

Male

Gender

Transgender, Non-Binary

Race and Ethnicity

Middle Eastern or North African

Additional Race and Ethnicity Detail

Pronouns

Select

Veteran Status

No

Client is Deceased

SAVE CHANGES

CANCEL

CLIENT NOTES

ADD NOTE

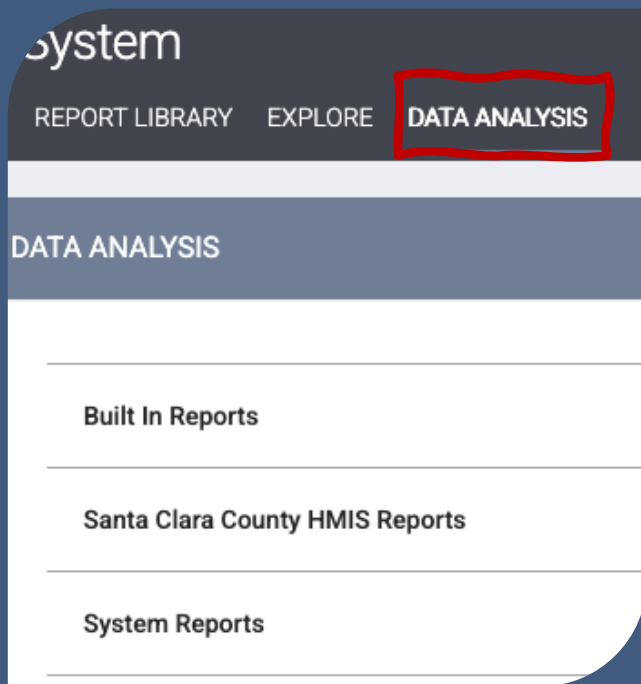
| Title                                                              | Category    | User Full Name | Date       |
|--------------------------------------------------------------------|-------------|----------------|------------|
| <div><div><div></div><div></div></div>CLIENT DECEASED System</div> | No Category | Lesly Soto     | 10/30/2025 |
| <div>Program Start Date</div> <div>Abode Services</div>            |             |                |            |

Called to speak to client, reached his sister instead. She mentioned that her brother (client) had passed over the weekend.



CE PROGRAMS **ONLY** & **DA** TAB

# CE PROGRAMS & DA TAB



CE Agencies **ONLY** - [CE] Agency Name] TA/Agency Leads will no longer have access to the DA Tab in HMIS.

Instead, a report will be provided to you if it necessitates the access.

For example, for the Security Checklist, it will be provided to you.

***This is due to a change in SCC OSH policy as it pertains to End User access and the DA Tab.***

# CE PROGRAMS & DATA TAB – AGENCIES IMPACTED

**AACI**

**Carry the Vision (CTV)**

**City of Morgan Hill**

**Escuela Popular**

**Family and Children Services**

**Gardner Health Services**

**Institute on Aging**

**Jewish Family Services of Silicone Valley**

**Law Foundation of Silicon Valley**

**Midtown Family Services**

**Mission Possible (a.k.a. Maranatha)**

**Roots Community Health Center**

**San Jose State University Research Foundation**

**Santa Clara Office of Education (SCCOE)**

**School Health Clinics of Santa Clara County**

**Superior Court of CA, County of Santa Clara**

**Telecare Corporation**

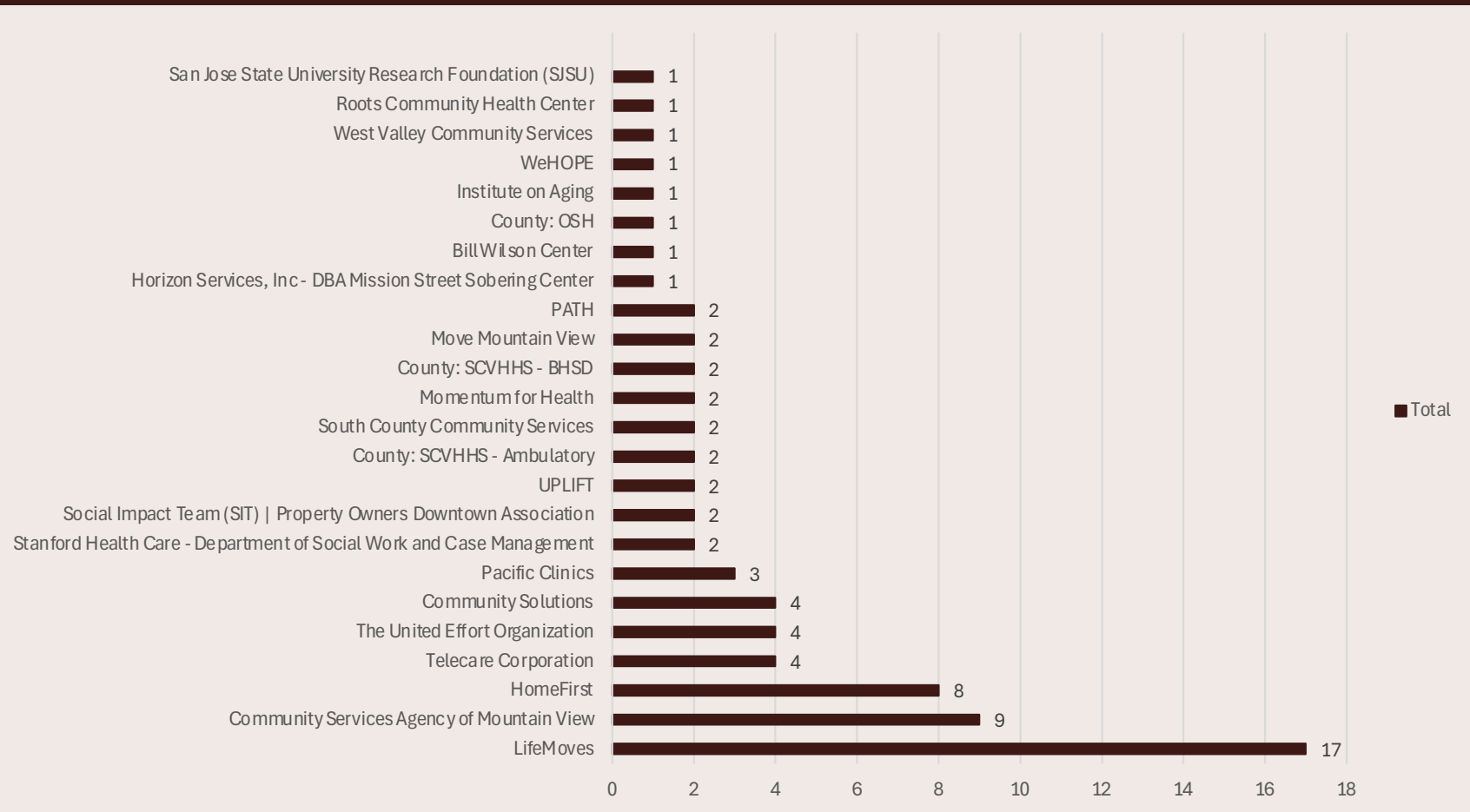
**TRUST (Trusted Response Urgent Support Team)**

**Ujima Adult and Family Services**



**RECENTLY ASSESSED & NOT  
ON CHQ**

# RECENTLY ASSESSED & NOT ON CHQ



A decorative illustration in the top-left corner of a dark grey background. It features a brown oak leaf with a small red and white checkmark on its stem. Below the leaf is a brown cornucopia overflowing with autumn produce, including a bunch of grapes, a pumpkin, and an apple.

# HOLIDAY SCHEDULE

# HOLIDAY SCHEDULE



## BITFOCUS OBSERVED HOLIDAY

**Veterans Day**, Tuesday, November  
11<sup>th</sup>, 2025

**Thanksgiving Day**, Thursday,  
November 27<sup>th</sup>, 2025

&

Friday, November 28<sup>th</sup>, 2025



## HELP DESK

- Skeleton Crew
- Limited Availability via Email
- Please submit requests, but be patient

Q & A?





THURSDAY,  
DECEMBER 4<sup>TH</sup>, 2025

**NEXT MONTHS MEETING**