



May 2026 TA/Agency Lead Minutes

MEETING OBJECTIVES

UPDATES

- CoC Updates
- UPIFT Updates
- HMIS Newsletter

IN THE KNOW

- HIC/PIT
- SCC Annual Client Consent & MyConnectSV Training
- User Satisfaction Survey
- May PMWG
- Disabling Condition "Warning"
- SCC Quarterly Compliance Checklist

MEMOS

- Recently Assessed & Not on CHQ
- Q & A Time
- Next Month's Meeting

UPDATES

CoC Updates - Community Plan to End Homelessness

- We are in the community input phase of drafting the next iteration of the CPEH.
- We will seek community input on the draft plan from March - May to have a final plan approved and implemented this, Summer.
- We want to hear from you, your colleagues, and your clients.
- Huge thank you for those who participated in any of the 3 convenings last week in Gilroy, Palo Alto, and Campbell! We had a great turnout of service providers, community members, people with lived experience, and many other partners.
- We have two convenings available in May!

- **Please share with your networks!**

COME IN PERSON:

Thursday 5/14, 6-8PM at Roosevelt Community Center in San Jose

(901 East Santa Clara Street, San Jose, CA 95116)

Register here: [Santa Clara County Community Plan to End Homelessness](#)

- \$70 gift card provided for community members who are currently experiencing, have previously experienced, or are at risk of homelessness.
- Light snacks and beverages.
- *Spanish, Mandarin, & Vietnamese interpretation available*
- **Virtual Option**
- **Thursday 5/21**
- **1-2:30pm**
- [Join & Register here](#)

UPCOMING EVENTS

May 2026				
MON	TUES	WED	THURS	FRI
				1
4	5	6	7 10am SCC Client Office Hours HMIS Technical Administrator (TA) Agency Lead Meeting	8
11 Zoom SCC Leader Office Hours	12 10am Data Think Tank	13 9:30am Service Providers Network Meeting	14	15
18	19	20	21 10am SCC Client Office Hours	22
25 Bitfocus is CLOSED - Memorial Day Holiday	26 9am SCC CoC/TA/OPM Training Register on UPLIFT Training 26/26 RESCHEDULED FOR JUNE	27	28 1pm SCC Performance Management Check Group	29

UPLIFT Updates

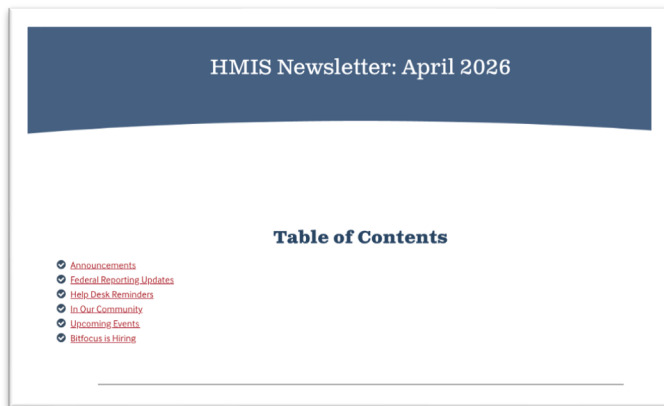
- We are still processing the last batch of UPLIFT passes
- No more UPLIFT passes are available currently
- If any passes are returned to us, we will notify case managers on the waitlist
- Please do not submit any new requests on HMIS



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Email UPLIFT@osh.sccgov.org if the program coordinator at your agency changed.

HMIS Newsletter



IN THE KNOW

Federal Reporting HIC/PIT - Thank You!

Never underestimate the difference you make and how truly appreciated you are!

Thank you!

REQUIRED ANNUAL TRAINING

SCC CLIENT CONSENT TRAINING

- End Users should have received a notification via email to commence the [SCC Client Consent Training 2026](#)
- Tuesday, May 19 EOB, is the deadline to complete the training – *this includes TA/Agency Leads and anyone who uses HMIS*
- End Users that DO NOT complete the training will have their access deactivated!

MYCONNECTSV TRAINING

- End Users should have received a notification via email to commence the [MyConnectSV Training 2026](#)

- Tuesday, May 19 EOB, is the deadline to complete the training – *this includes TA/Agency Leads and anyone who uses HMIS*
- End Users that DO NOT complete the training will have their access deactivated!

TRAINING COMPLETIONS

- **508** SCC Client Consent Training 2026
- **312** MyConnectSV Training (April to date)

USER SATISFACTION TRAINING

Please see slide deck provided

MEMOS

May PMWG Meeting

We are concluding the Performance Management Work Group with an in-person session. We would love for you and your end users to join us for this final meeting!

Location

- 150 W. Tasman Dr, San Jose, CA 95134.
- Register in advance for the meeting using this [link](#).
- Topic
- Review: Finalize all benchmark decisions and incorporate community feedback from the series.
- Optimization: Identify necessary adjustments or process improvements for the 2027 series.

Questions

- email us scc-admin@bitfocus.com

DISABLING CONDITON WARNING

HUD requires that a disability be "long-term" (or of indefinite duration) to meet the legal definition of a "Disabling Condition" in [3.08 Disabling Condition - HMIS Data Standards](#) to determine eligibility for specialized, permanent housing programs designed for people with

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severe, chronic needs (e.g., Permanent Supportive Housing).

Why HUD Requires "Long-Term"

- Targeting Resources: HUD programs, particularly for chronic homelessness, are designed for individuals whose disability substantially impedes their ability to live independently and who require intensive support.
- Definition Criteria: According to 3.08 Disabling Condition - HMIS Data Standards, the condition must meet all three:
 - Be long-continuing or of indefinite duration.
 - Substantially impede the individual's ability to live independently.
 - Be improved by more suitable housing.
- Distinguishing from Temporary Needs: Temporary illnesses (e.g., a broken leg, acute influenza) do not meet the stringent eligibility criteria for [CoC and ESG Homeless Eligibility - Disability Definition](#) or chronic homelessness, which focus on permanent impairments.

What if a Client's Disability is NOT Long-Term?

- Response: If the condition is temporary, the client does not meet the 3.08 "Disabling Condition" standard. The answer to "Does the client have a Disabling Condition?" should be No.
- Still Record Data: The client can still have a, for example, "Physical Disability" recorded in HMIS. However, you must answer No to the sub-question: *"Expected to be of long-continued and indefinite duration..."*.
- Impact on Eligibility: A temporary disability generally will not qualify a client for PSH programs that require a "disabling condition" for admission.

Why HMIS Provides a Warning

HMIS triggers a data quality warning—or a "data error"—when a client is marked as having a specific disability (like a physical, mental, or substance use disorder) but not marked as having a "Disabling Condition."

- **The Conflict:** The system assumes that if a specific disability is listed, it likely meets the "long-term" criteria.
- **Identifying Inconsistencies:** The error is designed to prevent "No" being marked for "Disabling Condition" when a specific disability *type* is marked "Yes".

SCC QUARTERLY COMPLIANCE CERTIFICATION CHECKLIST

Process

- Email reminder sent of upcoming deadline (including CE/ECM Programs)
- You will run report in DA Tab for list of End Users
- You will send list of certified End Users to Sys.

Admin. Team per usual

Certification Deadline

- *Friday, April 30*
- Include all NEW HMIS users at your agency on [the standard form found here](#)
- This means that your date range filter in the report on the DA tab will be 01/01/2026 – 03/31/2026
- The report has been preset with this date range; so just select your agency name
- Detailed steps on running the report can be found [here](#)

Non-HMIS End Users Assessors

Please provide the names and email addresses of Non-HMIS Users at your agency who provide VI-SPDATs to clients; we want to make sure to capture this information to ensure updates to VI-SPDATs are provided to them. [We have](#)

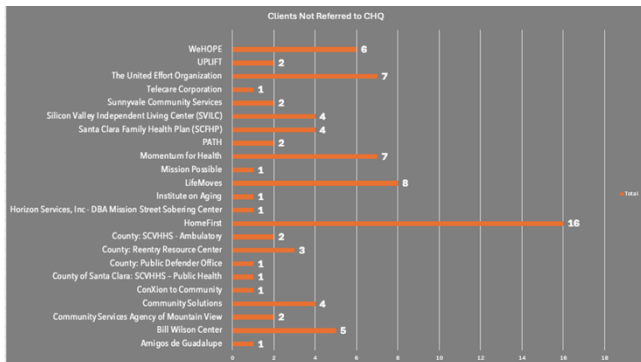


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[created a form for this here.](#)

Questions: email us scc-admin@bitfocus.com

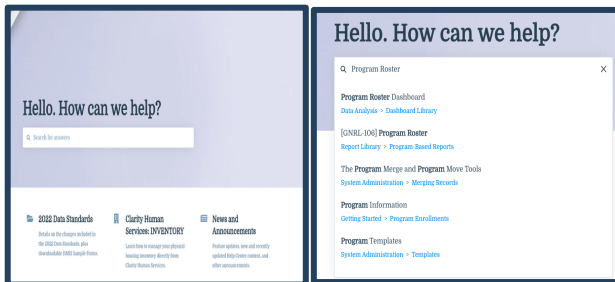
RECENTLY ASSESSED AND NOT ON CHQ



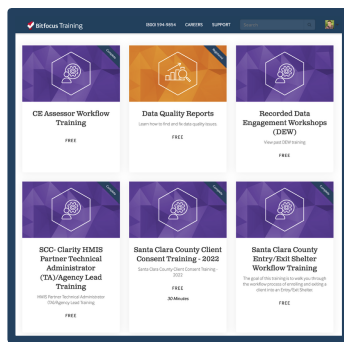
CE Assessment Referral Errors: How to Guide

Resources

Clarity Human Services Help Center



Link to page embedded in image!



Link to page embedded in image!

- 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

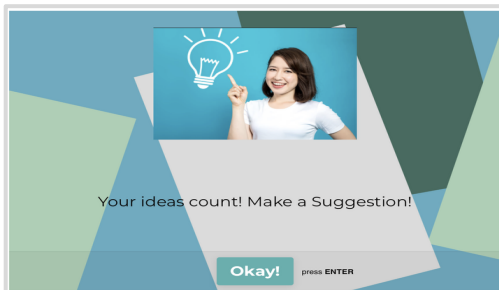
- Multiple Training Opportunities and Refreshers



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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 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!*

Next Agency Admin Meeting

Meeting Location: [Zoom Link](#)

When: **Thursday, June 4, 2026**

Time: 2:00pm – 3:30pm

Dates and locations for 2026 meetings are listed on the OSH website:

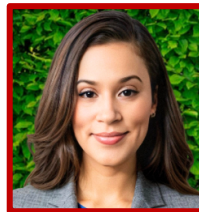
[CoC Events Calendar - Supportive Housing - County of Santa Clara](#)

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	Agency Representative
Abode Services	Aida Tesfai
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	Randi Rosen
Bill Wilson Center	Sujata Panda
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 Services Agency of Mountain View	Ariana Gomez
ConXion to Community	Caroline Mireles-Sailor
County of Santa Clara: SCVHHS – Public Health	Alan Garate

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County: OSH	Fang Zhu
County: OSH	Leila Qureishi
County: OSH	Michelle Covert
County: OSH	Taylor David
County: SSA - DEBS General Assistance	Angelica Garay
Destination: Home	Maureen Damrel
Downtown Streets Team	Maureen Damrel
Family Supportive Housing	Alex Le
Gardner Health Services	Jovani Quinones
Goodwill of Silicon Valley	Micheal Baca
HomeFirst	Alisha Parret
Institute on Aging	Christina Strine
International Children Assistance Network (ICAN)	Kit Nguyen
Jewish Family Services of Silicon Valley	Tom Marx
LifeMoves	Carmen Kapanga
Move Mountain View	Avir Kishan
Nation's Finest	Ilaisaane Fifita
Nation's Finest	Kim Decker
New Directions - Peninsula Healthcare Connection	Meyerlyn Sanchez
North East Medical Services (NEMS)	Candido Anicete
Pathway Society	Rita Anzualda
Pear Suite, Inc.	Kawehi Kea-Scott
Sacred Heart Community Service	Paulina Soto
Sacred Heart Community Service	Paulina Soto (deleted)
Salvation Army	Owen Persons
Santa Clara County Office of Education (SCCOE)	Emiko Taylor
School Health Clinics of Santa Clara County	Jazmin Dominguez
School Health Clinics of Santa Clara County	Rose Anne Pierre

Social Impact Team (SIT) Property Owners Downtown Association	Chris Kendrix
Social Impact Team (SIT) Property Owners Downtown Association	Debra Rossi
South County Community Services	Jose Macias
South County Community Services	Myra Winthagen
Starlight Community Services	Kutlo Rasetshwane
Sunday Friends Foundation	Angel Garcia-Martinez
Sunnyvale Community Services	Catherine Farry
VAPAHCS	Maria Magallanes
WeHOPE	Anita Blount