

The meeting opened with a lighthearted clarification of the date, confirming it was July 2nd, leading into an icebreaker question: **“Which do you prefer: text message, FaceTime, or phone call?”** The clear consensus among agency leads and participants was a strong preference for **text messages** for brief, routine updates, and traditional **phone calls** for high-level, complex, or urgent matters.

UPDATES	IN THE KNOW	MEMOS
CoC Updates	SINGLE, FAMILY OR YOUTH? ARE YOU USING THE CORRECT ASSESSMENT?	VIETNAMESE & MANDRIN ASSESSORS? (POLL)
HMIS Newsletter	SCC SECURITY CHECKLIST - DUE	DATA MISUSE & VIOLATION FORM
	UPCOMING DEW!	RECENTLY ASSESSED & NOT ON CHQ
	NEW! MFA	Q & A TIME
	NEW! THE EVOLUTION OF CLARITY	NEXT MONTH'S MEETING

COC Updates	Alejandra Herrera from the County Office of Supportive Housing provided critical updates regarding the ongoing CoC NOFO competition: • Acknowledge and Thanks: Appreciation was extended to everyone participating in the numerous, intensive NOFO competition meetings. • Upcoming Deadline: A reminder that the eSNAP project applications are due on July 14, 2026. • Schedule Information: A reference link outlining the full 2026 NOFO competition schedule was shared in the chat for agency review.
July 2026 Training & Office Hours Calendar	The calendar highlights for the month include: • Mondays: SEC Reporter and Looker Office Hours (general HMIS and report assistance). • July 8th & 9th: CoC-led SOGI Trainings; SPIN meeting on July 8th. • July 14th: Data Think Tank. • July 16th & 30th: Clarity Office Hours. • July 20th: VI-SPDAT Training. • July 29th: Homebase TA Office Hours.
HMIS Newsletter	Check out June's Newsletter here!

IN THE KNOW	A. Assessing Youth: VI-SPDAT Alignment Guidelines
	Lesly Soto Bright addressed an ongoing issue where single youth (ages 18-24) are mistakenly being given single adult assessments instead of the Transition Age Youth (TAY) VI-SPDAT. Why this matters: Using the adult tool on youth artificially deflates their scores, potentially locking them out of housing resources. The adult tool focuses on long-term, chronic, decades-long histories, whereas the youth tool isolates age-specific risk factors like foster care history, human trafficking, exploitation, survival sex, and running away.

Juan Guel Jr. shared a workflow diagram mapping out the decision matrix from top to bottom:

VI-SPDAT Selection Matrix

Here is the decision flowchart organized into a clear, scannable reference table:

Initial Check	Secondary Condition	Age Group / Scenario	Correct Assessment Tool
In Custody	–	All ages in custody	JD-VI-SPDAT
Not in Custody	Has minor dependent(s) in household	Any age with a child under 18	VI-SPDAT for Families
Not in Custody	No minor dependents in household	Adults aged 25 or older	VI-SPDAT for Single Adults
Not in Custody	No minor dependents in household	Young Adults aged 18–24	TAY VI-SPDAT

Note: If there are no children in the household, remember to assess each household member individually using the age guidelines above, regardless of their relationship to one another.

Follow these steps to determine the correct assessment to administer:

Client Profile	Correct Assessment Tool
Unaccompanied Youth (24 or under, navigating alone, no kids)	TAY VI-SPDAT (Youth version)
Parenting Youth (24 or under with minor children)	Family VI-SPDAT
Single Adult (25 or older)	Adult VI-SPDAT
Individuals in Custody	Justice-Discharged (JD) Version

IN THE KNOW	HMIS Quarterly Compliance Checklist • Due Date: Friday, July 31, 2026. • Scope: Quarter 2 tracking (covering staff added between April and June). • Action Required: Agency leads must run the report in the "Data Analysis" tab to certify new end users. Coordinated Entry and ECM providers without tab access should have received their direct email list to sign and return. Submission Note: Return forms directly to Lesly Soto Bright or Santa Clara Admin. Going through the general help desk adds unnecessary processing delay.	
	Upcoming Data Engagement Workshop • Date/Time: July 23, 2026, from 10:00 AM – 12:00 PM. Register Here!	Focus: Resolving data quality errors, aligning data reconciliation with federal reporting mandates,

Multi-Factor Authentication (MFA) Transition to Auth0	• Audience: All levels of HMIS end users. minimizing downtime, and streamlining continuous feedback loops. To satisfy strict security parameters and safeguard client PII, Santa Clara County is migrating its two-factor system to Auth0. Once authenticated, users only need to repeat the process every 30 days. • Training Site Launch: July 14, 2026 (Recommended testing window). • Live Production Launch: July 28, 2026. • Preparation Protocols: 1. Ensure all individual end-user emails are completely accurate in Clarity (no shared staff emails). 2. Ensure agency IT departments have not whitelisted/blocked no-reply@bitfocus.com. 3. Select an authenticator tool (Google Authenticator, Microsoft Authenticator, or desktop-based options like Proton). Support: All MFA setup and login inquiries must be directed to seccsupport@bitfocus.com (monitored by the technical help desk, rather than Bryanna or Lesly).
The Evolution of the Clarity User Interface	Clarity is rolling out a redesigned, mobile-first interface optimized for tablet and smartphone field use. It features "fewer clicks" by bringing hidden navigation into a vertical accordion design and guarantees accessibility compliance under WCAG 2.1 and Section 508.
Interface Timeline & Preview Notes	• August 26, 2026: Feature goes live on all training sites for staff to practice. • September 9, 2026: Live production sync across active sites. • October 1, 2026: Official Permanent Cutover. The old layout will disappear entirely. • Key Design Changes Demonstrated: ○ Horizontal top menus are shifting to a vertical layout on the left-hand side. ○ The "Recent Clients" drop-down cache is expanding from a max limit of 5 to 25 clients. ○ Client profiles compress detail cards (Program Enrollments, Services, Care Teams) into expandable blue "carrots." ○ GPS location flags can now be pinned automatically using mobile devices out in the field. • Missing documentation prompts (like an expired Release of Information/ROI) will flag via visible alert colors on the upper right side of the client profile.

MEMOS	Data Misuse and Violation Reporting Agency leads were reminded of the dedicated Data Misuse and Violation Form available on the SEC website. This form must be completed immediately upon suspicion of a security incident, data breach (unauthorized access to PII), or system intrusion that violates signed user agreements.
Referrals Missing from Community Housing Queue	A review of visual agency data flagged a persistent issue: clients are being formally assessed with a VI-SPDAT score of 4 or higher, but their files are not being pushed into the active Community Housing Queue. Correction: Assessors must ensure that after filling out and saving an assessment, they flip the toggle switch to select "Refer Directly to Queue." Otherwise, the client remains invisible to housing resource matching teams.

**Coordinated Entry
Redesign Language
Poll**

**Urgent Action:
MyConnectSV
Access Roles**

Bryanna launched a live poll during the meeting to gather dataset counts for Homebase's ongoing assessment optimization project. Leads answered questions detailing the presence of bilingual staff actively conducting evaluations in **Vietnamese, Mandarin, and Spanish**.

Note for reference: Utilizing team translators during an assessment does count toward these language capabilities for data tracking purposes.

A massive bottleneck is occurring with the implementation of the **MyConnectSV Portal**. Though hundreds of end users successfully completed the mandatory training course, a large percentage have failed to complete the vital final step: **emailing the help desk to request an access role update**. * **The Issue:** Staff cannot connect clients to the portal until this manual permission flip occurs.

Next Meeting: Thursday, August 6, 2026

All slides, live hyperlinks, and printable notes from today's session are actively published on the agency website.

Attendees for the Meeting

Agency Name	TA/Agency Lead (Agency Representative)
Abode Services	Aida Tesfai
Abode Services	Luis Gonzalez
Abode Services	Will Hoffer
Amigos de Guadalupe	Aurora Olivares
Bible Way / Destiny	Aretha Cromwell
Bill Wilson Center	Randi Rosen
Bill Wilson Center	Sujata Panda
California Youth Outreach	Anthony Ortiz Jr.
California Youth Outreach	Julian Delgadillo
Catholic Charities	Jesse Aguirre
City of Morgan Hill	Brian Malicdem
City of San Jose	Marcell Leath
City of San Jose	Nathaniel Montgomery
ConXion to Community	Caroline Mireles-Sailor
County of Santa Clara: SCVHHS - Public Health	Alan Garate
County: OSH	Juan Hernandez
County: OSH	Leila Qureishi
County: SCVHHS - BHSD	Kalie Brewster
County: SSA - DEBS General Assistance	Stacy Diaz
County: SSA - DEBS SSI Advocacy	Cassandra Brenzel
Destination: Home	Maureen Damrel
Downtown Streets Team	Maureen Damrel
Episcopal Community Services of San Francisco	Michael Hersher
Family Supportive Housing	Alex Le

HomeFirst	Alisha Parret
Institute on Aging	Christina Strine
International Children Assistance Network (ICAN)	Kit Nguyen
Jewish Family Services of Silicon Valley	Tom Marx
JobTrain	Brodie Storey
LifeMoves	Carmen Kapanga
LifeMoves	Juan Hernandez
Move Mountain View	Avir Kishan
Move Mountain View	Taly Leibovici
Nation's Finest	Kim Decker
New Directions - Peninsula Healthcare Connection	Meyerlyn Sanchez
North East Medical Services (NEMS)	Candido Anicete
Opportunities for Change	Rachel Songer
PATH	Karina Schaake
Pathway Society	Rita Anzualda
Pathway Society	Sara McCain
Pear Suite, Inc.	Kawehi Kea-Scott
Sacred Heart Community Service	Paulina Soto
Sacred Heart Community Service	Paulina Soto (deleted)
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
St. Andrew's Residential Programs for Youth (STAR)	Vicky Taylor
Stanford Health Care - Department of Social Work and Case Management	Araceli Garcia
Starlight Community Services	Kutlo Rasetshwane
Sunday Friends Foundation	Angel Garcia-Martinez
Sunnyvale Community Services	Catherine Farry
The United Effort Organization	Carolyn Stratton
WeHOPE	Jeremiah Barber
WeHOPE	Wilma Traylor