



AGENDA

CONTRA COSTA COUNTY Contra Costa Council on Homelessness

Tuesday, June 10, 2025

12:00 PM

Register:

<https://homebaseccc.zoom.us/join/zoom-join?pwd=ZlceCtRMTtHdbB-x9-MAoMopNG39MNJMIN>

HMIS Policy Committee Work Group

Agenda and Slide Deck for 6.10.25 HMIS Policy Committee Work Group

[25-2346](#)

Attachments: [HMIS Policy Agenda 06-10-25](#)
[HMIS Policy Slides - 06-10-25](#)

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. (ACTION ITEM) Approve 3.11.25 HMIS Policy Committee Meeting Minutes **[25-2356](#)**

Attachments: [HMIS Policy Meeting Minutes March 11 2025_KT](#)

4. Agency Updates and Resource Share

All

5. System Administrator Updates

Kimberly Thai, H3

6. PIT and HIC Updates

Yessenia Aguiar, H3 Updates around the HUD Point In Time and
Yessenia Aguiar, H3

7. CE Updates

Mary JuarezFitzgerald, H3

8. Data Quality Updates and Reminders

Thorne Keenan, H3 and Tammy Stoichich, H3

9. Q & A

All

The next meeting is currently scheduled for September 9, 2025

Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 2400 Bisso Lane, D2, Concord during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

Council on Homelessness: contracostacoc@cchealth.org



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-2346

Agenda Date: 6/10/2025

Agenda #:

Advisory Board: COH HMIS Policy Committee Work Group

Subject: Agenda and Slide Deck for 6.10.25 HMIS Policy Committee Work Group

Presenter:

Contact:

Information:

Referral History and Update:

Recommendation(s)/Next Step(s):



CONTRA COSTA HMIS POLICY COMMITTEE MEETING

June 10th, 2025 from 12:00-1:30pm

Register to join virtually:

<https://homebaseccc.zoom.us/join/registrer/tZYpd-urrzMqE9A1Ycl2P3yd0GxiQhj2xzNu>

MEETING PURPOSE:

The HMIS Policy Committee is responsible for ensuring the ongoing operation and monitoring of the Contra Costa County CoC's HMIS. Work includes: adherence and ongoing monitoring of HMIS Policies and Procedures, compliance with HUD Data Standards, and addressing system-level HMIS programming and training needs.

Committee Members: CoC Lead, HMIS Lead, COH Members (**Dani Jimenez, Gabriel Lemus, Heather Worobey, Juno Hedrick, Tony Ucciferri**), Agency HMIS Administrators. Members of the public are welcome, including persons with lived experience of homelessness.

AGENDA

AGENDA ITEM	PRESENTERS	DESCRIPTION
Welcome & Roll Call (12:00-12:05p)	Kimberly Thai, <i>H3</i>	Identifying & welcoming attendees of the committee.
(ACTION ITEM) Approve Meeting Minutes (12:05-12:07p)	Kimberly Thai, <i>H3</i>	Committee members can request edits to the previous meeting's minutes. Approve meeting minutes from 3/11.
Agency Updates and Resource Share (12:07-12:15p)	All	HMIS participating agencies can inform attendees of any updates to staffing, programming, operations, or other events.
System Administrator Updates (12:15-12:30p)	Kimberly Thai, <i>H3</i>	A report out on recent new features within Clarity HMIS, the California Data Exchange Framework, the HMIS training portal, HMIS invoice renewals, and a reminder to begin using the recently revised Client ROI
PIT and HIC Updates (12:30-12:35p)	Yessenia Aguiar, <i>H3</i>	Updates around the HUD Point In Time and Housing Inventory Count Reports

CE Updates (12:35-12:50p)	Mary Juarez-Fitzgerald, <i>H3</i>	CE Updates on Availability Module, Prevention Triage / Screening Tool, and CE HNA Project
Data Quality Updates and Reminders (1:15-1:25p)	Thorne Keenan, <i>H3</i> Tammy Stoichich, <i>H3</i>	Update on required HMIS refresher training, systemwide data quality and Quarterly raffle for agencies who have shown improved data quality.
Q&A (1:25-1:30p)	All	Answer questions related to agenda items covered in the meeting or any other questions related to HMIS.

Next Meeting: September 9th, 2025, 12:00pm-1:30pm, hybrid/in-person

HOW TO PROVIDE PUBLIC COMMENT:

Persons who wish to address the Council on Homelessness during public comment on matters within the jurisdiction of the Council on Homelessness that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating in person should stand where they are sitting when called upon. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing “9” on the phone. All public comments will be limited to 2 minutes per speaker. For assistance with remote access contact: contracostacoc@cchealth.org or call 925-608-6700. Public comments may also be submitted before the meeting by email at contracostacoc@cchealth.org or by voicemail at 925-608-6700. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting.



HMIS POLICY COMMITTEE WORKGROUP

June 10, 2025 from 12:00-1:30

WELCOME AND ROLL CALL

Kimberly Thai, *H3*

REVIEW OF PREVIOUS MEETING MINUTES

Kimberly Thai, *H3*

ACTION ITEM

Approve the **previous meeting minutes** as listed:



AGENCY UPDATES

Open for all to share announcements about upcoming events, new programs, or give brief reports about agency news relevant to HMIS or the CoC.

SYSTEM ADMINISTRATOR UPDATES

Kimberly Thai, *H3*

SYSTEM ADMINISTRATOR UPDATES

- Clarity HMIS: New features going live June 17
- The California Data Exchange Framework (DxF)
- HMIS Training Portal – Full rollout starting mid-June
- HMIS Invoice Renewals
- Updated ROI partner list

New Features in Clarity HMIS

- Check-In button on Profile (for clients that are on the CQ)
- E-signatures can now be added to any assessment or screen

The California Data Exchange Framework (DxF)

- First statewide Health and Human Services data sharing framework
- Aims to address the issue of fragmented data sharing between health and social service entities
- Will help providers access a patient's full health history, and the necessary information to provide effective and coordinated care

The California Data Exchange Framework (DxF)

- Is not a network or technology, but is a common set of Policies and Procedures (P&P's) that will govern the exchange of health and social service information
- Makes use of a single Data Sharing Agreement (across hospitals, health plans, social services, SNF's, labs, psych hospitals, social services, etc.)

Summer 2024



Over 4,400 health and social services providers are embracing the DxF.



Now - 2027



The DxF Roadmap provides a path to improve and advance data sharing



2027 and beyond



Timely, safe, and effective whole-person care for every Californian

The California Data Exchange Framework (DxF)

- 6 Priority areas (pillars):
 - Event Notification
 - Consent Management
 - Integrating Social Service Data
 - Public Health DxF
 - Impact Measurement
 - Participant Engagement
- Each pillar is in a different stage of planning and implementation

The California Data Exchange Framework (DxF)

- Cross-pillar considerations
 - Privacy laws
 - Identity matching and management
 - Behavioral Health data challenges
 - QHIO (Qualified Health Information Organization) involvement
- More information: <https://dxf.chhs.ca.gov/>

HMIS Training Portal

- All HMIS users not yet registered on the portal will be added
- Will require completion of the HMIS101 training refresher and exam (about 2-3 hours)
- Rollout will be staggered by agency
- Trainees who complete the HMIS101 within 1 week of assignment will have a chance to win a Starbucks or Amazon giftcard

Other Reminders

- HMIS Invoices will be sent this month
- ROI Partner List has been updated

HUD PIT AND HIC UPDATES

Yessenia Aguilar, *H3*

GENDER & POINT IN TIME COUNT (PIT) UPDATES

- According to the 2025 HIC/PIT data submission guidance, Gender is not required for this year's reporting.
- Coming Oct 1st: HUD will replace Gender with a new field called Sex
- We will continue to include all gender identities in our local PIT/HIC, to reflect the diversity of our community.
- Our team is finalizing the PIT numbers and will share the data soon!

CE UPDATES

Mary Fitzgerald, *H3*

CE UPDATES

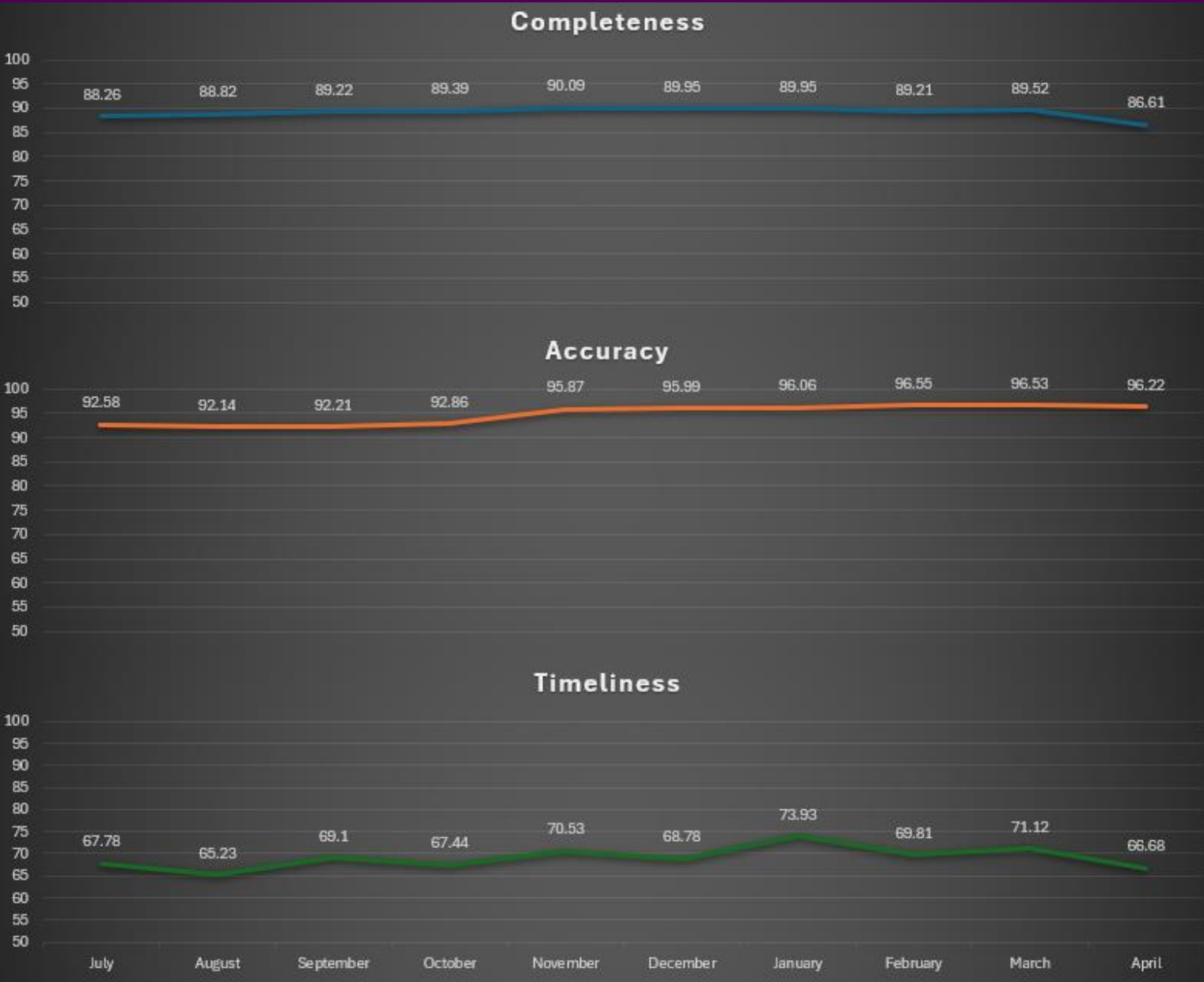
- Availability Module Rollout: On Hold to Providers while CE Team utilizes and continues to test functionality
- New Prevention Triage / Screening Tool Rollout: 7/1
- CE Housing Needs Assessment Project - still underway; roll-out expected Jan / Feb of 2026
- For more in-depth CES updates, please join Oversight Committee Meeting on 6/26!

DATA QUALITY AND TRAINING UPDATES

Thorne Keenan, *H3*

DATA QUALITY UPDATES

Since our last meeting we have seen a slight decrease in data quality across all global scores



AGENCIES WITH INCREASES IN DATA QUALITY THIS QUARTER

Bay Area Community Resources
Bay Area Community Services
Caminar
Contra Costa Behavioral Health
Catholic Charities of the East Bay
Contra Costa Homeless Programs
City of Richmond
Fresh Lifelines for Youth
GRIP
Housing Consortium of the East Bay
Hope Solutions

Insight Housing
Lao Family and Community
Development
Lifelong Medical
Resources for Community
Development
Shelter Inc
Trinity Center
Veterans Assessment House
Winter Nights

Q&A

NEXT MEETING

- Tuesday, September 9, 12– 1:30 PM (HYBRID/IN PERSON)



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-2356

Agenda Date: 6/10/2025

Agenda #: 3.

Advisory Board: Contra Costa Council on Homelessness

Subject: (ACTION ITEM) Approve 3.11.25 HMIS Policy Committee Meeting Minutes

Presenter: Kimberly Thai, H3

Contact:

Information: HMIS Policy Committee last met on 3.11.25. Minutes from the meeting at attached for review and approval.

Referral History and Update:

Recommendation(s)/Next Step(s):

Approve 3.11.25 HMIS Policy Committee Meeting Minutes



CONTRA COSTA HMIS POLICY COMMITTEE WORK GROUP

March 11, 2025, from 12:00-1:30pm

MEETING MINUTES

Welcome & Introductions

Attendance:

Kimberly Thai (H3 RED Team), Juno Hedrick (COH Committee Member), Tony Ucciferri (COH Committee Member), Dani Jimenez (COH Committee Member), Heather Worobey (COH Committee Member), Thorne Keenan (H3 RED Team), Tammy Stoicich (H3 RED Team), Carlos Silva (H3 RED Team), Yessenia Aguilar (H3 RED Team), Janel Fletcher (H3 RED Team), Mary Juarez-Fitzgerald-Juarez (H3 CE Manager), Jaime Schecter (H3 COC Team), Shelby Ferguson (H3 COC Team), Cayla Northrup (Hope Solutions), Chaeana Williams (HCEB), Rochelle Barbosa (CCH: BH), Ryan Rae Tapia (H3), Khalid Nemati (SHELTER Inc), Alvin Reed (Insight Housing), Carina Rodriguez-Pena (H3), Sandra Rivera, (Hope Solutions), Teri Lundvall (Winter Nights), Maria Teresa Opaon-Ali (CCH: BH), Evelyn Quinteros (STAND), Ineza Mbangukira (NCFC), Meemee Khine (Lao Family Community Development), Angela Corona (Lao Family Community Development), Kelsea Manion (Lifelong Medical), Abigail Shamelashvili (Trinity Center), Lynna Magnuson (Caminar), La Tanya Johnson (Caminar), Catherine Casimere (City of Richmond), Alex Martinez (H3), Brandon Griffin (CCHP), Raasha Hosh (GRIP), Sean Gannon (Community Member)

Review of previous meeting minutes:

- The minutes from the previous meeting were approved, 0- abstention, 3- approve.

Agency Updates

- Tony Ucciferri (COH Committee Member)
 - Emergency Housing Voucher (EHV) funding will not be extended past 2026
 - Concerns raised about the impact on households currently receiving support
 - Emphasis on collaboration to mitigate disruptions

System Administrator Updates

- Kimberly Thai, H3, provided updates:
 - New Programs Added to HMIS:
 - Rick Judd Commons, Next Step, Premier Inn Bridge Housing, Valor Village General Housing
 - HUD Updates:
 - All federal reporting is temporarily on hold

- Bitfocus has created a temporary repository for key HUD documents
- Training Updates:
 - New self-paced training for CORE Street Outreach
 - Updated guides and resources page available via the training portal
- EPIC-HMIS Data Integration:
 - Planning for expanded bi-directional data sharing with EPIC

Point In Time Count and Housing Inventory Count Updates

- Yessenia Aguilar, *H3*, provided updates on the 2025 Point-in-Time (PIT) Count:
 - Ongoing demographic survey following the observational PIT count on January 30
 - Focused on gathering data for funding and planning purposes
 - Agencies involved: CORE, RYSE, BARM, Concord Shelter, Contra Costa College, and more.
 - Training was provided on the use of the app, gift card distribution, and safety, with an emphasis on consistency and accuracy
 - Deadline extended to reach the goal of 500 responses to ensure diverse representation
- Kimberly Thai, *H3*, provided updates on the 2025 Housing Inventory Count:
 - Reminder to submit inventory numbers based on January 29th
 - RRH and voucher-based PSH programs should reflect units available that night
 - RED Team will review submissions and follow up as needed

HMIS Client Revocation Form Updates

- Feedback: Current form is confusing and overly complex
- Proposed new version includes:
 - Simplified language
 - Two clear options: Private Record or Full Anonymization
 - Clarified impact on services (revocation does not affect eligibility)
 - Guidance for agency tracking of anonymized clients
- Vote held: Form changes approved

CE Updates

- Mary Juarez-Fitzgerald, *H3*, provided CE updates:
 - TAY By-Name List Implementation:
 - New CCC TAY BNL shell program in HMIS for tracking purposes
 - CE Housing Needs Assessment Redesign:
 - Tool replacement project underway, rollout expected late 2025, or Jan/Feb 2026
 - Stakeholder engagement phase completed, and data analysis is in progress
 - Program Updates in CE System:
 - Rick Judd Commons, Valor Village, Access Expansion, Next Step Interim Housing Pilot Program now connected to CE
 - New Prevention Triage Tool:

- A new tool has been identified in collaboration with the Community Solutions Housing Stabilization Learning Cohort
 - Rollout expected by end of FY
 - Coordinated with 211 to support prevention referrals
- HMIS Availability Module Rollout:
 - Will replace the current CE Opening Notification form
 - Improved tracking of referral timelines
 - Rollout expected in April or May
- Q&A
 - Will the new housing needs assessment still rank clients based on greatest need?
 - The new tool aims to identify individuals facing the greatest housing barriers, focusing on those who need support to resolve their crises.
 - Prioritization will involve ranking based on vulnerability, with an emphasis on aligning referrals with available housing to reduce delays.
 - The final tool is still being developed, but it aims to enhance efficiency and transparency, addressing concerns about referral wait times.

2025 Participant Satisfaction Survey

- Shelby Ferguson, *H3*, provided updates:
 - 2025 survey launched in early March
 - Approx. 130 electronic responses submitted: more expected via paper
 - Survey updated with feedback from the Youth Action Board and Equity Committee
 - Data analysis planned for April; results to be shared in summer

Data Quality Updates and Reminders

- Tammy Stoicich, *H3*, provided quality reminders:
 - License Request Process:
 - Agencies were reminded to request licenses through the HMIS Training Portal after staff register.
- Thorne Keenan, *H3*, provided data quality updates:
 - Maintained Completeness scores as a CoC, and improved in both accuracy and timeliness
 - COC-wide SPM and HIC collaboration acknowledged
 - Presented agencies that improved their data quality since last meeting.
 - Raffle Winner: Insight Housing

Q and A

- Juno Hedrick asked if it's possible to track the number of surveys received from each program.
 - Shelby Ferguson, *H3*, confirmed that we track surveys by agency and program.

Meeting Adjourned

Next Meeting: Tuesday, June 10th , from 12-1:30 pm, held virtually