



HMIS POLICY COMMITTEE WORKGROUP

September 9, 2025 from 12:00-1:30

WELCOME AND ROLL CALL

Thorne Keenan, *H3*

REVIEW OF PREVIOUS MEETING MINUTES

Thorne Keenan, *H3*

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

- HMIS Data Standards Update – Effective October 1st
- Site Security Assessment – Annual recertification required
- Clarity HMIS Licensing Fee – \$275/yr, starting Oct 1st
- Team Update - Welcoming Sanjana Prasad, HMIS Programmer/Analyst

Data Standard Updates

- **New field: Sex**
 - Options include:
 - Female
 - Male
 - Client doesn't know
 - Client prefers not to answer
- **Retired fields:**
 - **Gender**
 - **Translation Assistance Needed? (and Preferred Language)**
 - **Sexual Orientation**
- **Race and Ethnicity**
 - update *Hispanic/Latina/e/o* to *Hispanic/Latina/o*

Data Standard Updates

- Recommendations:
 - Leave **Gender** as required (still needed for State reporting)
 - **Translation Assistance** and **Sexual Orientation** can remain as optional
- Question for group: Add **Pronouns** (optional) field to profile screen?

Data Standard Updates

- **SSVF Homeless Prevention Targeting Criteria** – 2 options have been reworded

Current Display Name	Field Data Name	Updated Display Name
Household size of 5 or more requiring at least 3 bedrooms (due to age/gender mix)	ssvf_targeting_field_15	Household size of 5 or more requiring at least 3 bedrooms (due to household composition)
Household includes one or more members of an overrepresented population in the homelessness system when compared to the general population.	ssvf_targeting_overrepresented_population	Households which may include one or more members meeting other criteria for targeting prevention determined by the CoC.

Data Standard Updates

- Required field for GPD/SSVF: **Mental Health Consultation**

The 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

- New SSVF service: **Healthcare Navigation**

Timeline

- Revised paper forms will be published and emailed by **September 22**
- HMIS screens will be replaced the **morning of October 1st** (1-2 hours of downtime)

HMIS Site Security Assessment

- Mandatory for all partner agencies
- Document will be housed in the HMIS training portal. A link will be sent to the Agency HMIS Administrator sometime in October

HMIS Site Security Assessment



HMIS Partner Agency Security Checklist

HMIS Partner Agency Name : _____

In accordance with the Contra Costa HMIS Security Plan, I have verified the following on behalf of the agency above:

- Each HMIS workstation has the Contra Costa HMIS Privacy Notice visibly posted and is made available to clients who request it.
- Each HMIS workspace is configured to support the privacy of client interaction and data entry.
- Each HMIS workstation is password-protected and will automatically lock after a period of inactivity.
- HMIS user accounts and passwords are not shared or left visible for others to see.
- Offices that contain client files are locked when not occupied.
- All HMIS workstations, including laptops and remote workstations, have virus protection with automatic updates installed.

Specify virus protection installed and date of last update: _____

- Each HMIS workstation has and uses a hardware or software firewall.

Specify firewall protection and version number: _____

- HMIS End Users are not accessing the HMIS on a private device, public computer, or from an internet connection that is not secured.

HMIS Site Security Assessment

- Assessment will need to be signed by the Agency HMIS Administrator as well as the Agency Executive Director, and uploaded to the portal
- Agencies will need to recertify annually

HUD PIT AND HIC UPDATES

Yessenia Aguilar & Carina Rodriguez-Pena, *H3*

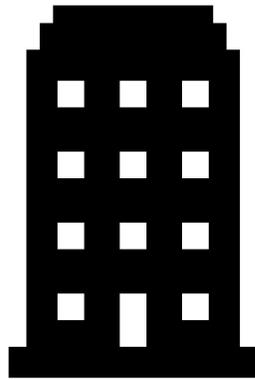
2025 POINT IN TIME COUNT (PIT)



The Point in Time Count is a biennial count required by the US Department of Housing and Urban Development (HUD) and is used to estimate the number of people experiencing homelessness in the country on a given night during the last 10 days of January.



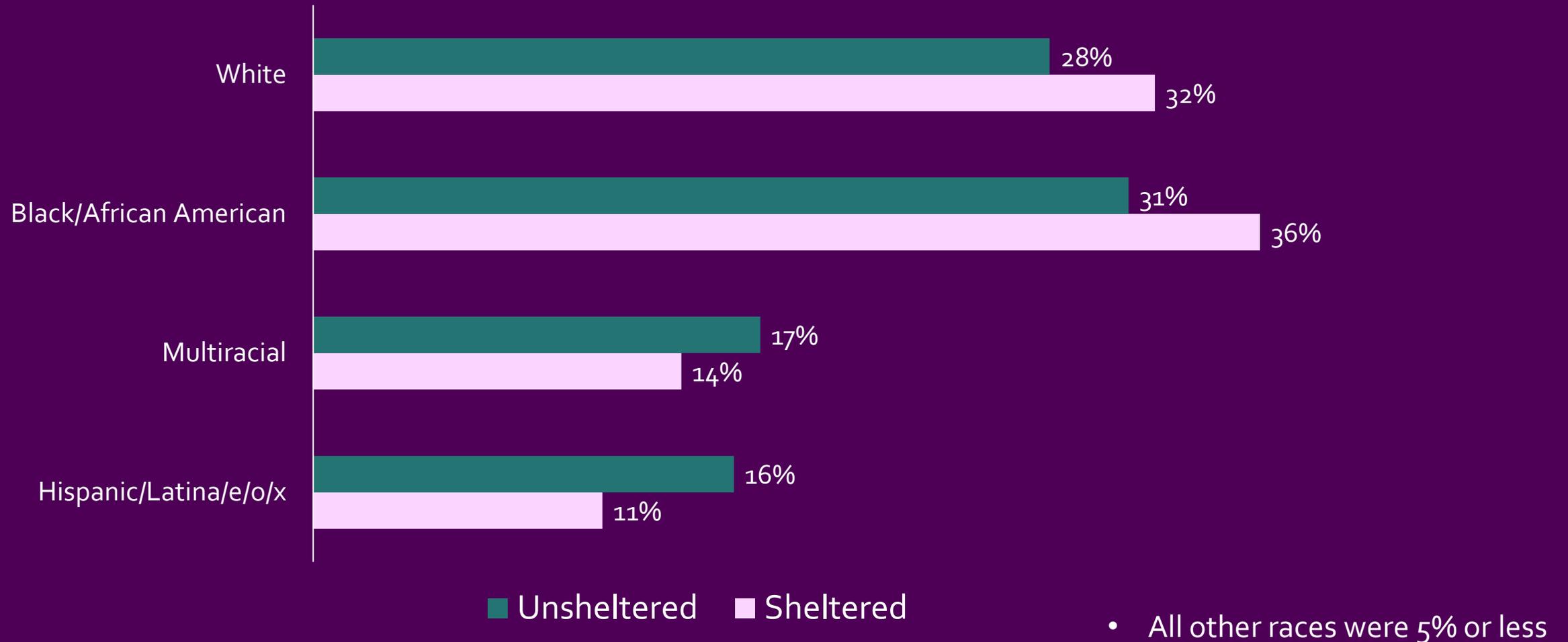
The count includes those experiencing sheltered homelessness in Emergency Shelter or Transitional Housing programs, and households experiencing unsheltered homelessness in places such as cars, tents, RVs, and other areas not meant for habitation.



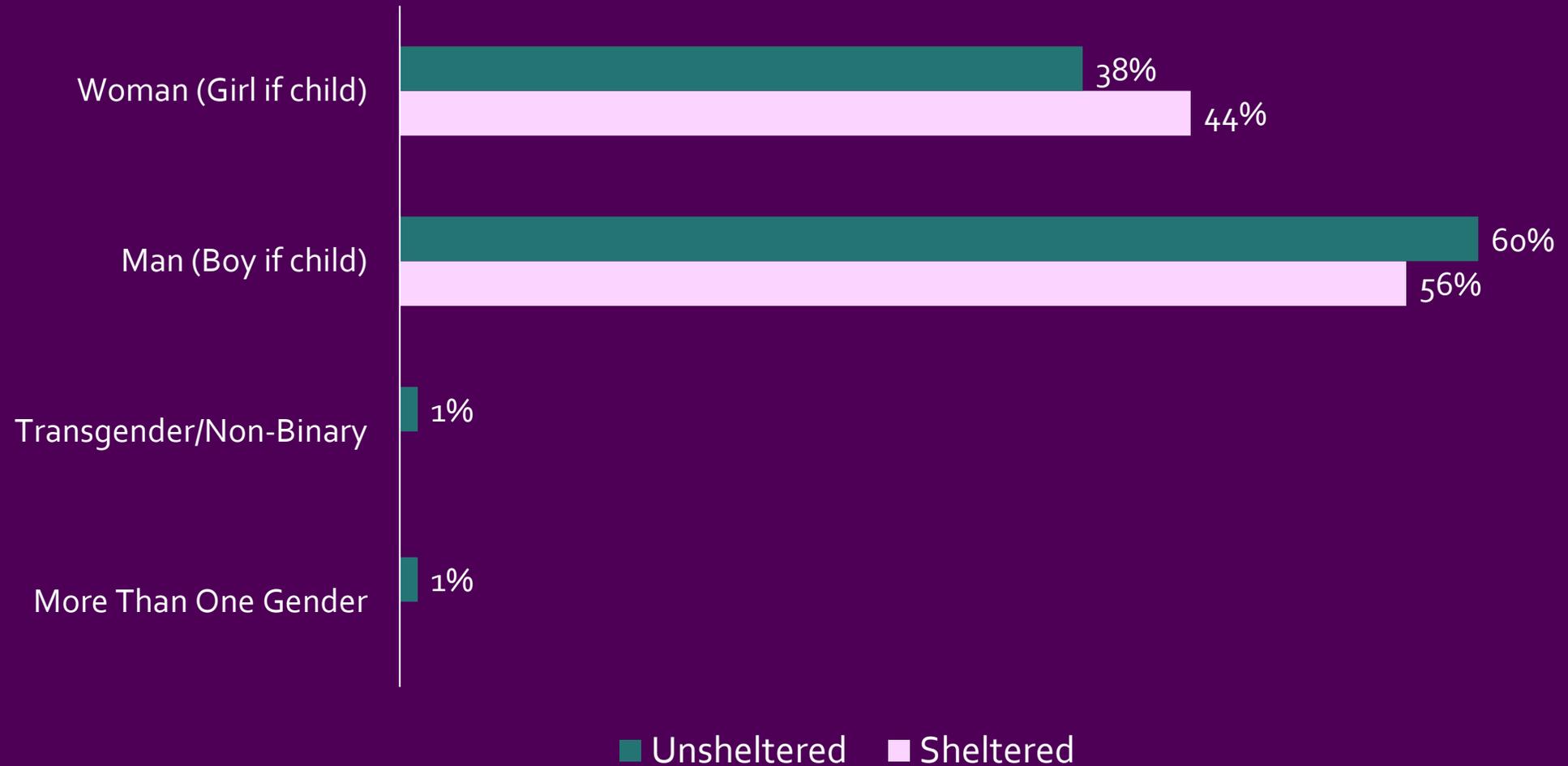
THERE WAS A 26% DECREASE IN THE NUMBER OF PEOPLE EXPERIENCING HOMELESSNESS ON A GIVEN NIGHT IN CONTRA COSTA COUNTY(2025)

725 fewer individuals are experiencing homelessness on a given night since 2024.

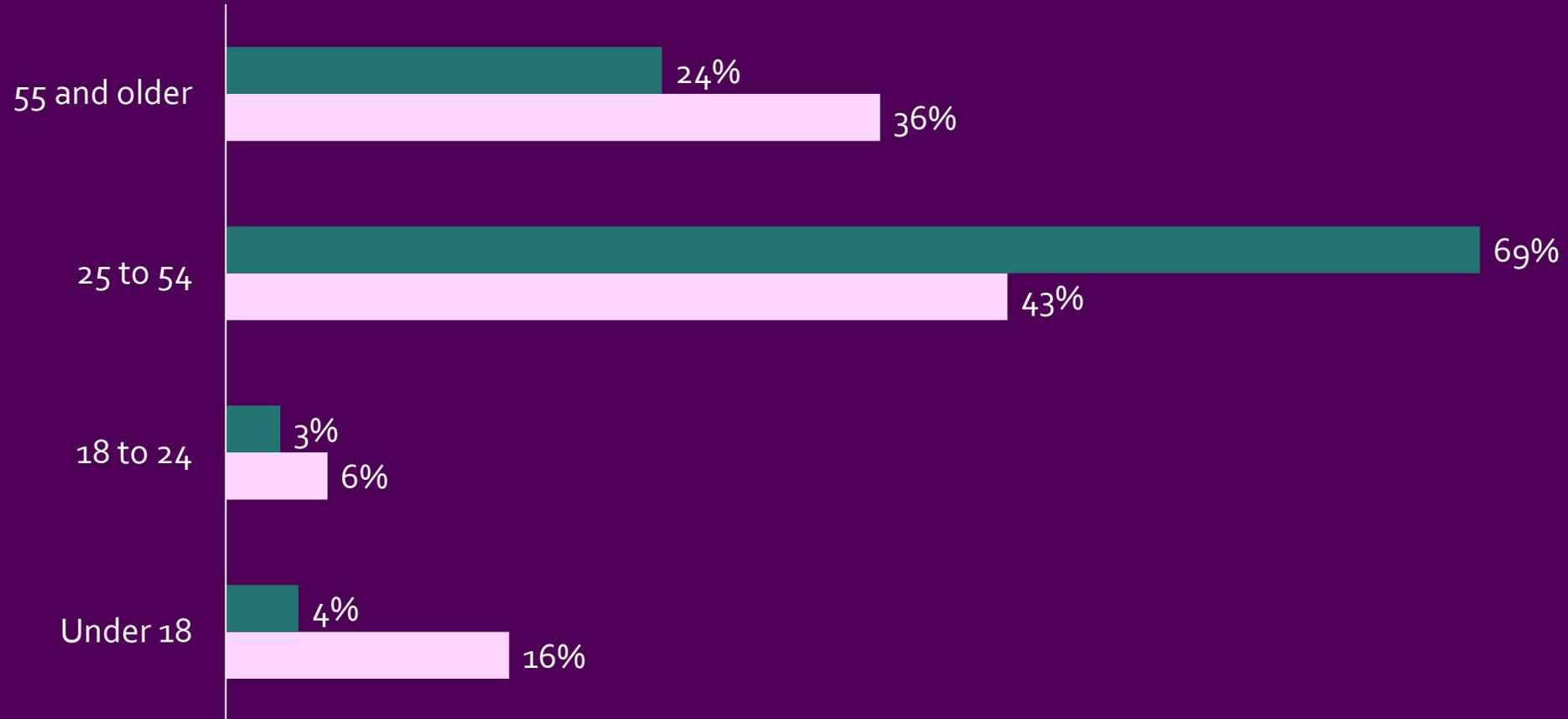
RACE – 2025 SHELTERED VS UNSHELTERED PIT



GENDER – 2025 SHELTERED VS UNSHELTERED PIT



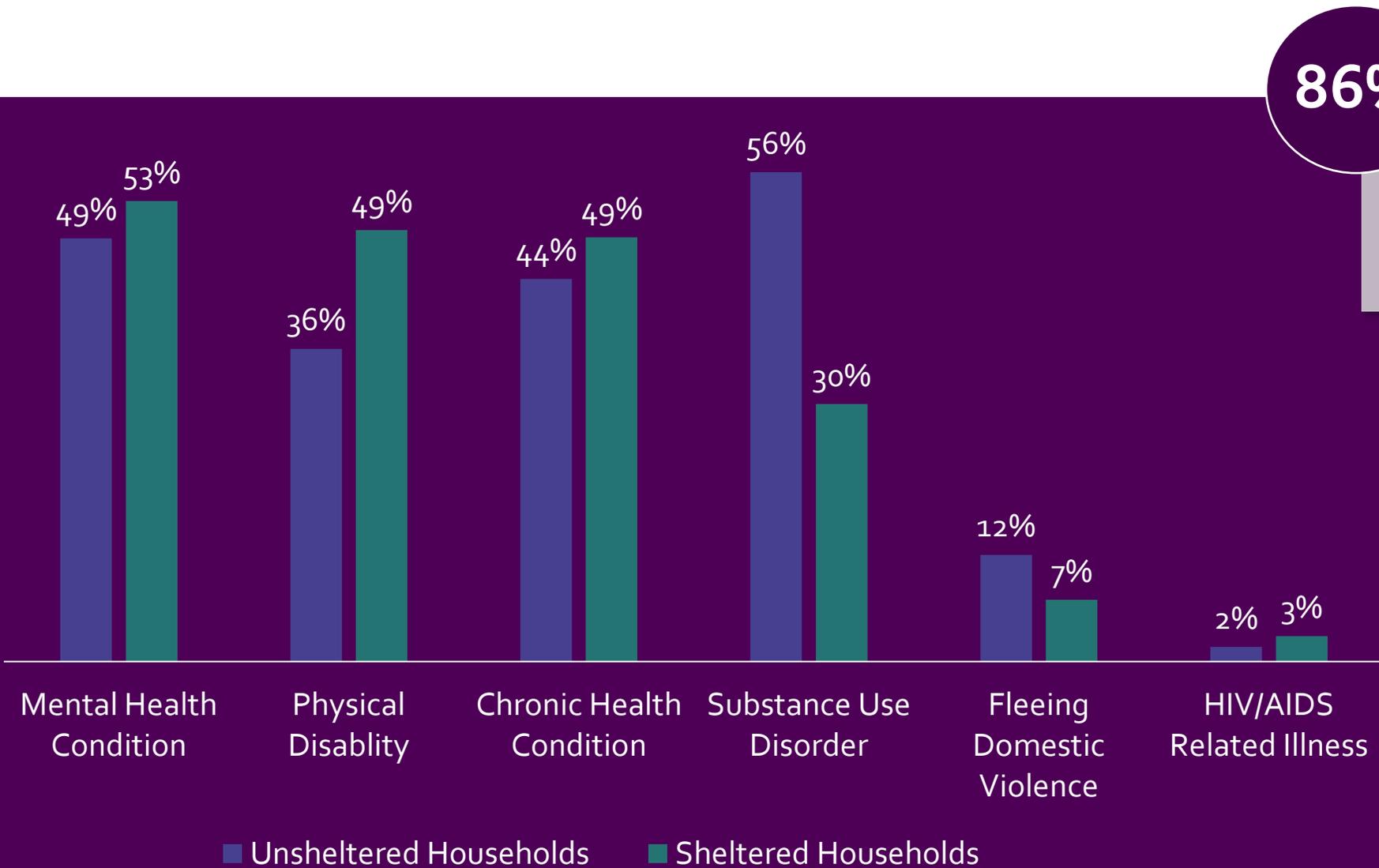
AGE – SHELTERED VS UNSHELTERED PIT



■ Unsheltered ■ Sheltered

**Children under 18 are counted as part of an adult-headed family.*

HEALTH CONDITIONS – SHELTERED VS UNSHELTERED 2025 PIT



86%

Of households had at least one member with a disabling condition

YEARS OF RESIDENCY IN CONTRA COSTA COUNTY – 2025 PIT



Nearly **75%** are long-time residents of Contra Costa County!

NEW-DISPLACEMENT EXPERIENCE QUESTIONS, 2025 PIT SURVEY

In the past year, did police or city workers make you move from where you were staying?

63% YES

When you had to move, did you lose any belongings or did officials take them?

75% YES

Were you offered services when you were required to move?

54% YES

2026 PIT PLANNING

Coming Soon:

2026 Point-in-Time Count Work Group Meetings!

- #1 Methodology, 1 – 3 PM, 9/19/25
- #2 Hot Spots, 1 – 3 PM, 10/17/25
- #3 Survey Sampling Strategies, 1 – 3 PM, 11/21/25

Registration Link will be sent out soon!

Exciting news for this year!



Partnering with YAB youth members to learn more about youth homelessness, hotspot locations, and lived experiences to help improve services and outreach efforts.



COORDINATED ENTRY SYSTEM UPDATES

Mary Juarez-Fitzgerald

Coordinated Entry System Manager

COORDINATED ENTRY SYSTEM UPDATES

Housing Needs Assessment (VI-SPDAT) Replacement Project

- Initial Stakeholder & HMIS Data Analysis Phase Complete
- Test / Pilot in December
- Adjustments in January / February
- Launch in March of 2026

Prevention Triage Tool

- New Prevention Triage Tool Launched in July
- Examines 10 Key Domains commonly associated with Housing Instability
- Allows for more effective targeting of limited homelessness prevention resources

Annual Performance Report & Dashboard Monitoring

- CE Fiscal Year Closes on September 30th
- CE APR Submission due by 12/31 – but corrections should be occurring NOW & on rolling basis
- Reminder to look at your CE APR Monitoring Dashboard (if applicable)

New & Upcoming Programs & Projects

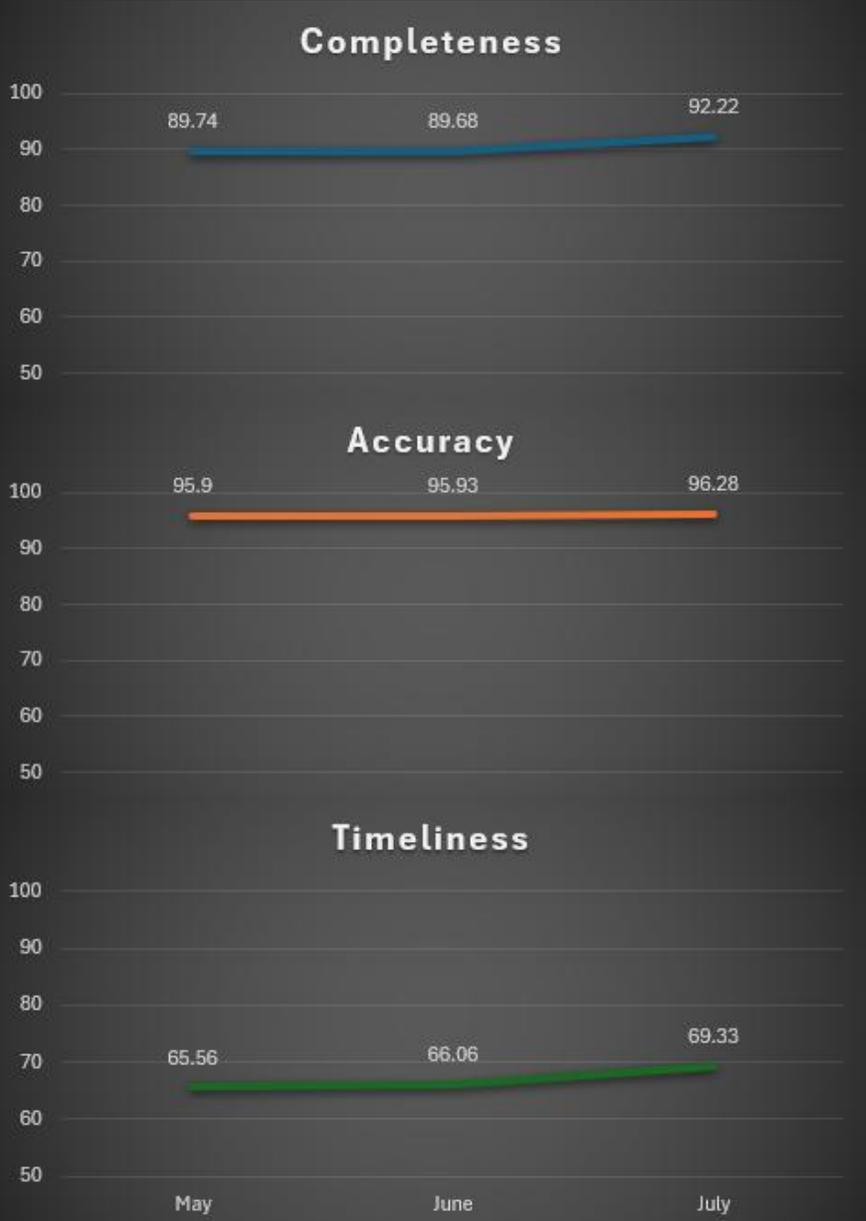
- Legacy Court, Giant Road, Helping Hands, and more

DATA QUALITY AND TRAINING UPDATES

Thorne Keenan, *H3*
Tammy Stoicich, *H3*

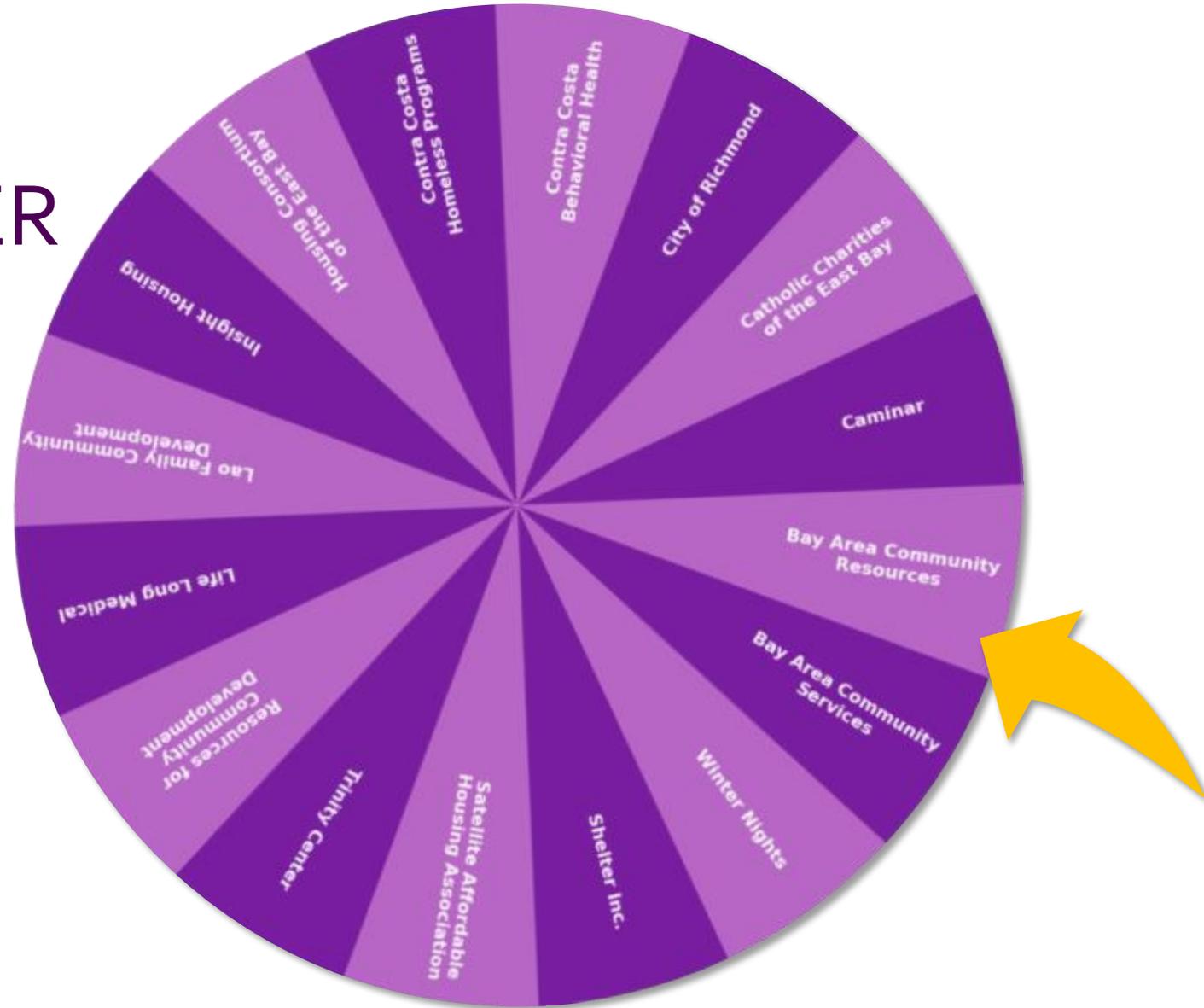
DATA QUALITY UPDATES

Our scores as a CoC have improved in all areas!



AGENCIES WITH INCREASES IN DATA QUALITY THIS QUARTER

Congratulations to the agencies that improved their scores!



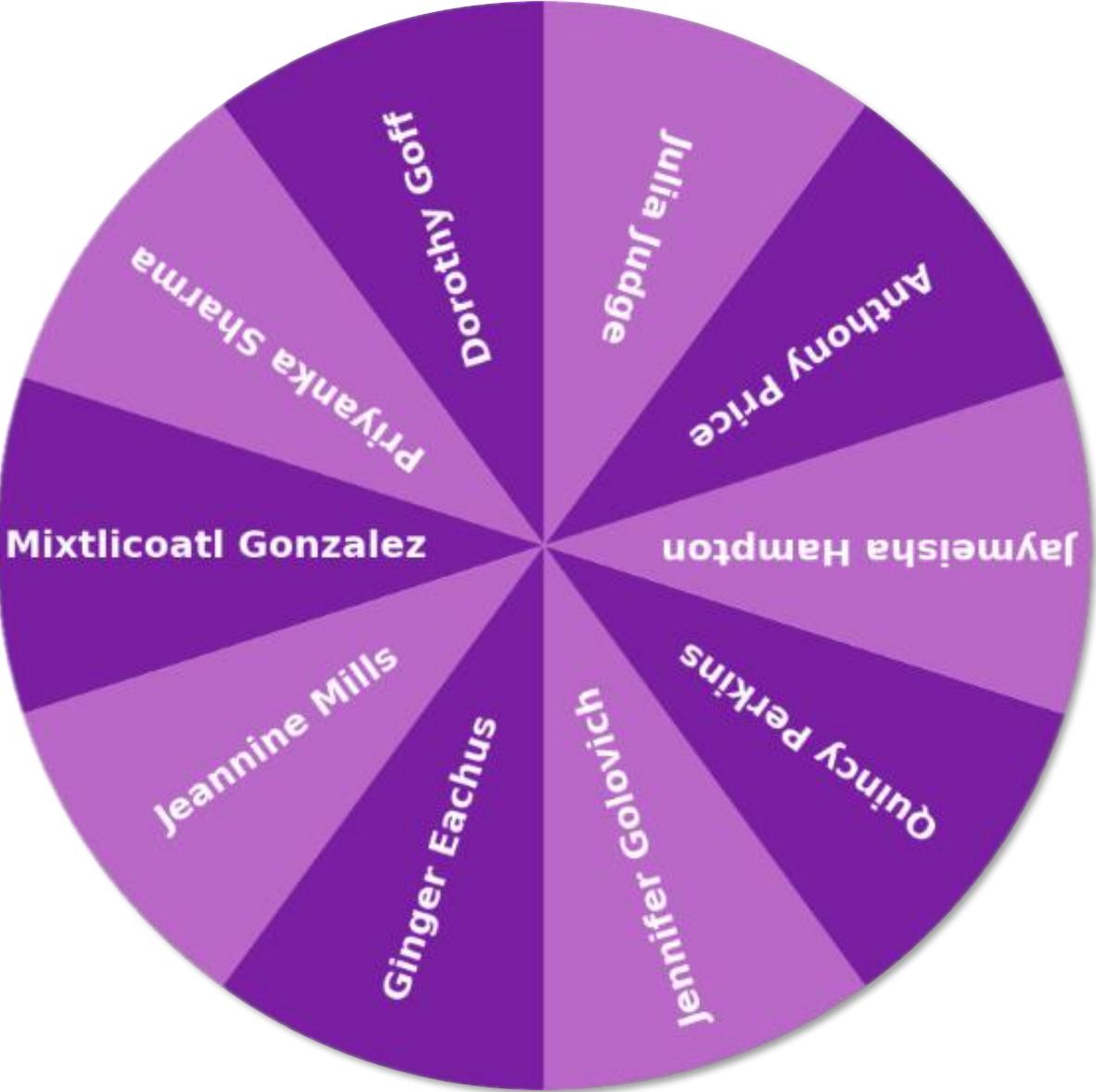
REFRESHER TRAINING LEADERBOARD RAFFLE

Congratulations to our instant winners!

- **Karen McBride** from Bay Area Community Resources
- **Debra Reynolds** from Shelter Inc

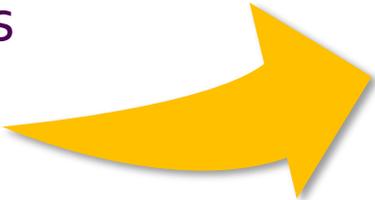
REFRESHER TRAINING LEADERBOARD RAFFLE

Bay Area Community Services



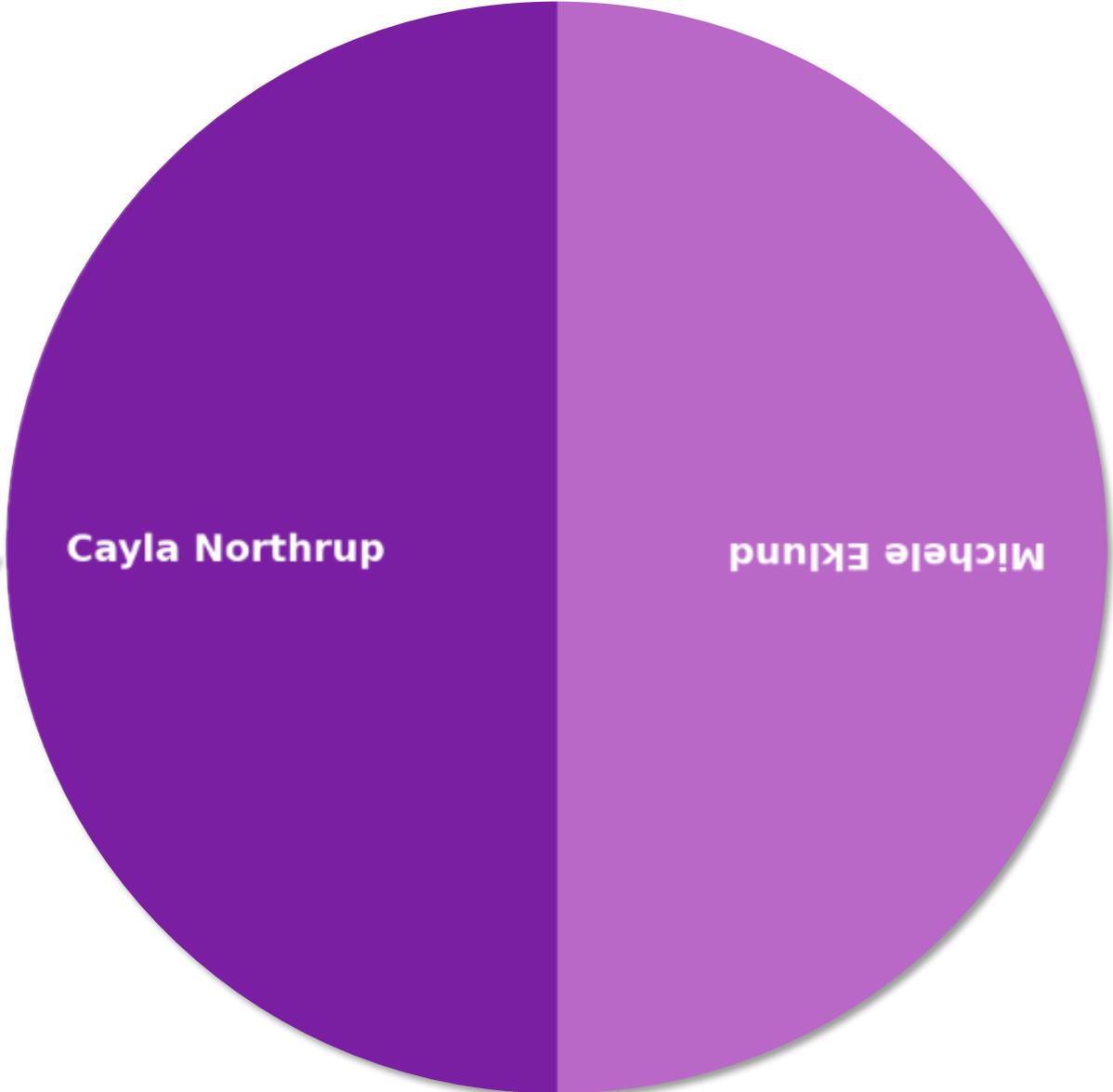
REFRESHER TRAINING LEADERBOARD RAFFLE

Contra Costa Homeless Programs



REFRESHER TRAINING LEADERBOARD RAFFLE

Hope Solutions



TRAINING REMINDERS

Please encourage staff to use the Forgot Password feature!

- Must use the email address they registered with.

Ex: **tstoicich@cchealth.org** will not be recognized if they registered as **Tammy.Stoicich@cchealth.org**

Q&A

NEXT MEETING

- Tuesday, December 9, 12– 1:30 PM (Virtual)