



CONTRA COSTA HMIS POLICY COMMITTEE

April 11th from 12:00-1:30pm
2120 DIAMOND BLVD (MCMORROW TRAINING ROOM), CONCORD, CA 94520

While the use of masking is not required, it is recommended. Masks will be available at the meeting.
 Join the meeting via Zoom at the following link: <https://homebaseccc.zoom.us/j/83859007898>
 or via phone by dialing + 1 669 900 6833 US and entering the **Meeting ID: 838 5900 7898#**

MEETING PURPOSE:

The HMIS Policy Committee, a subcommittee under the Contra Costa Council on Homelessness, is responsible for oversight and guidance of the Contra Costa Homeless Management Information System. This group is committed to balancing the interests and needs of all stakeholders involved: individuals and households experiencing homelessness; service providers; funders; policy makers, and system partners.

PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS:

The public may attend this meeting in person or remotely via Zoom or call-in. Instructions on how to provide public comments are listed below.

Committee Members: CoC Lead, HMIS Lead, CES Manager, COH Members (Gabriel Lemus, Wayne Earl, Alejandra Chamberlain, Jo Bruno, Juno Hedrick, Tony Ucciferri), Bay Area Community Services (BACS), Berkeley Food and Housing Project (BFHP), Bi Bett, Caminar, Catholic Charities of the East Bay, Contra Costa Crisis Center 211, Contra Costa Healthcare for the Homeless, Contra Costa Homeless Program (H3), Department of Veterans Affairs, Greater Richmond Interfaith Program (GRIP), Hope Solutions, Housing Consortium of the East Bay, Humanity Way, Hume Center, Lifelong Medical, Northern California Family Center, SHELTER, Inc., STAND!, Trinity Center, Veterans Accession House, Winter Nights Shelter

AGENDA

AGENDA ITEM	PRESENTERS	DESCRIPTION
Welcome & Roll Call (12:00-12:03p)	Kimberly Thai, <i>H3</i>	Identifying & welcoming attendees of the committee.
Public Comment (12:03-12:05p)	Kimberly Thai, <i>H3</i>	Open period for members of the public in attendance to comment on items not listed on the agenda.
Review of Previous Meeting Minutes (12:05-12:07p)	Kimberly Thai, <i>H3</i>	Committee members can request edits to the previous meeting's minutes.

Agency Updates (12:07-12:15p)	All	HMIS participating agencies can inform attendees of any updates to staffing, programming, operations, or other events.
System Administrator Updates (12:15-12:19p)	Kimberly Thai, <i>H3</i>	<p>2024 HMIS Data Standards will be released mid Apr/May. All changes must take effect in HMIS starting Oct 1, 2023.</p> <p>RED Team to revise the HMIS P&Ps to include more language about HIPAA privacy and security, provider training requirements, timeline ,and communication in the event of a data breach, etc.</p> <p>In response to some findings from the recent HMIS evaluation, RED Team is working on revamping HMIS training materials to include self-paced trainings and improved access.</p>
CoC and CE Updates (12:19-12:30p)	Jamie Schecter, <i>H3</i> Mary Fitzgerald, <i>H3</i>	<p>NOFO reminders and other reminders for programs whose fiscal years end June 30th.</p> <p>Report out on Program Model Performance dashboard data</p> <p>Housing Placement meetings are now occurring weekly, every Wednesday at 1pm.</p> <p>CE APR reminders.</p>
2023 Systemwide Performance Report (12:30-1:00p)	Dana Ewing, <i>H3</i>	RED Team to present findings from the recent HUD SPM submission.
2023 PIT Update (1:00-1:07p)	Jamie Klinger, <i>H3</i>	General updates around PIT/HIC submission and when results will be publicly available.
Data Quality Updates and Reminders (1:07-1:10p)	Tammy Stoichich, <i>H3</i>	Quarterly updates on monthly report submissions and data quality reminders. New report available: Followup Assessments Due report

Q&A (1:10-1:30p)	All	Answer questions related to agenda items covered in the meeting or any other questions related to HMIS data entry or processes.
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Next Meeting: July 11th, 12:00pm-1:30pm

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

Tuesday, April 11, 2023 from 12:00-1:30 pm

INTRODUCTIONS

Kimberly Thai, *H3*

HYBRID MEETING NORMS

Kimberly Thai, *H3*

HYBRID MEETING NORMS

1. Masking is recommended but not required (masks are available)
2. Social distancing – red = please keep safe distance, black = ask first
3. Raise your hand (actual or virtual) before speaking
4. Say your name (and if you're a CoH member) before speaking
5. 2-minute timer for public comments
6. Make and take space – consider your privilege and the other voices who are in and not in the room

HYBRID MEETING NORMS

7. Minimize distractions like side conversations and cell phone use
8. Food and drink – please clean up and be mindful of smells and allergens
9. Sign-in if you are in-person so we can track attendance
10. Maintain a safe and respectful environment, even when disagreeing

PUBLIC COMMENT

Kimberly Thai, *H3*

REVIEW OF PREVIOUS MEETING MINUTES

Kimberly Thai, *H3*

AGENCY UPDATES

All

SYSTEM ADMINISTRATOR UPDATES

Kimberly Thai, *H3*

SYSTEM ADMINISTRATOR UPDATES

- 2024 HMIS Data Standards will be released mid April/May. All changes must be implemented in HMIS starting Oct 1, 2023.
- HMIS P&Ps to be revised to include more language about HIPAA privacy and security, provider training requirements, timeline, and communication in the event of a data breach, etc.
- In response to some findings from the recent HMIS evaluation, RED Team will be revamping our CoC's HMIS training materials to include self-paced trainings and improved access.

COC AND CES UPDATES

Mary Fitzgerald, *H3*

Jamie Schechter, *H3*

COC AND CE UPDATES

Funding reminders

- CoC NOFO Competition starting up soon! Get involved by joining the Funding Committee and providing input on scoring tools that use HMIS data.
 - Next meeting: Thursday, April 27th at 2:30 pm
- H3 funded projects with fiscal year end dates of June 30th, 2023 – Please ensure your HMIS data is up to date as soon as possible so demands can be processed quickly. Many demands require HMIS documentation and the end of the fiscal year is very busy!

COC AND CE UPDATES

Housing Placement Meetings have reconvened:

- Purpose: CE Team & Case Managers working with the top 25-100 names on the Community Queue meet weekly to match households to Supportive Housing openings
- Weekly on Wednesdays at 1pm
- Staff should come prepared with our PSH Screening tool
- CE APR reminders:
 - CE APR Dashboards should be monitored monthly; at which time data errors should be corrected
 - CE Manager will continue reviewing the dashboards in Monthly CE / Provider one on one's
 - The CE APR dashboard aides in identifying data errors that affect our Coordinated Entry Annual Performance Report that we submit to HUD

PERFORMANCE DASHBOARDS

- 7 performance dashboards
 - PSH
 - RRH
 - Prevention/Diversion
 - Rapid Exit
 - CORE Outreach
 - Emergency Shelter
 - CARE Center & CARE Center Case Mangement
- Each dashboard broken into 3 sections
 - Demographics
 - Performance
 - Equity

HIGHLIGHTS

- **Exits to housing**
 - CORE Outreach
 - Goal : 35% or more exit to temp/perm housing
 - Performance: 53% exited to temp/perm housing
 - Shelters
 - Goal: 40% ore more exit to temp/perm housing
 - Performance: 73% on average exited to temp/per housing

FISCAL YEAR 22 SYSTEMWIDE PERFORMANCE REPORT

Dana Ewing, *H3*

FY22 SYSTEMWIDE PERFORMANCE REPORT

- System Performance Measures (SPMs) established in 2015 by HUD
- October 1st through September 30th
- Used at federal level to determine funding
- Used at local level to identify trends, understand impacts from program or policy changes, and to guide decision-making
- Looks at entire system, not individual programs or project types
- Does not allow for understanding differences across sub-populations

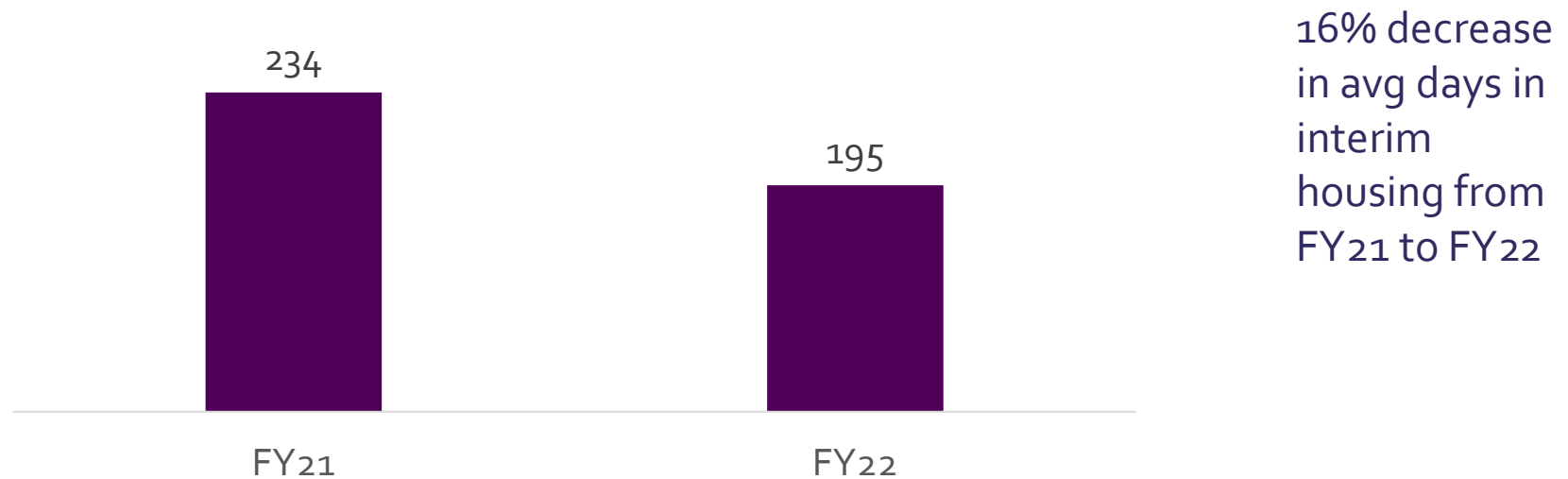
7 KEY MEASURES

- Measure One: Length of Time Homeless
- Measure Two: Returns to Homelessness
- Measure Three: Number of People Experiencing Homelessness
- Measure Four: Increase in Income
- Measure Five: First Time Homeless
- Measure Six: Prevention Outreach
- Measure Seven: Positive Outcomes

MEASURE ONE: LENGTH OF TIME HOMELESS

- Measure 1A: Average number of days in emergency shelter and transitional housing

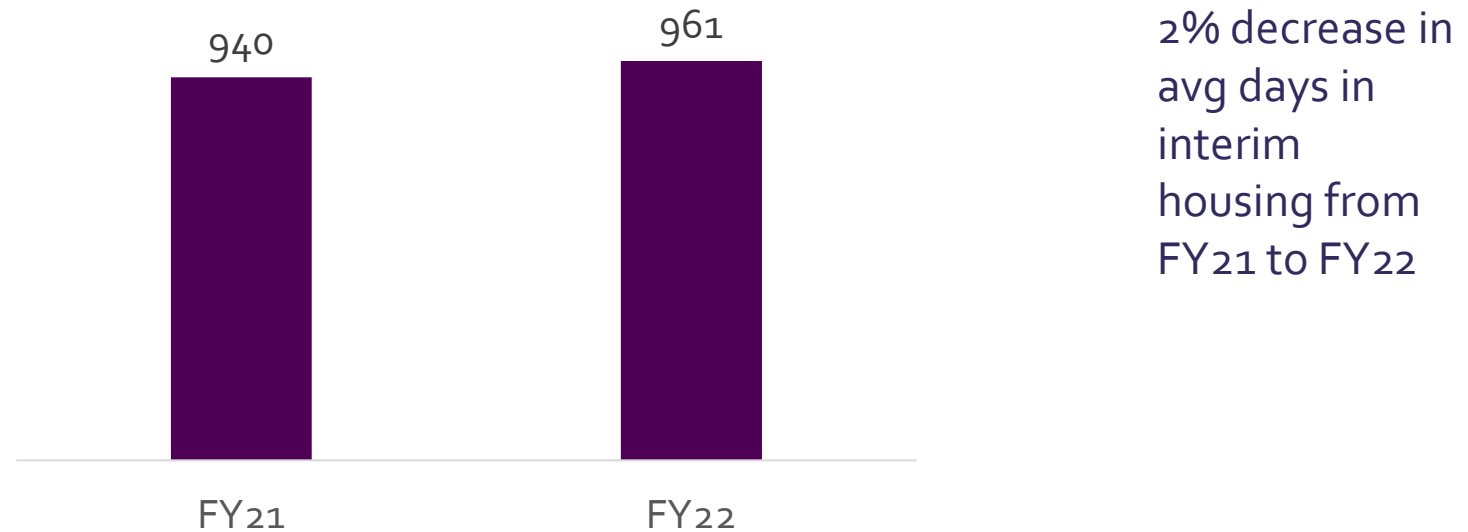
Average Length of Time Homeless, Based on Number of Days Enrolled in Emergency Shelter and Transitional Housing, FY21 and FY22



MEASURE ONE: LENGTH OF TIME HOMELESS

- Measure 1B: Average number of days in ES/TH/RRH/PSH (prior to move in) plus self-reported days homeless prior to enrollment

Average Length of Time Homeless, Based on Number of Days Enrolled in Emergency Shelter, Transitional Housing, Rapid Rehousing, and Permanent Housing, Prior to Move-In Date, FY21 and FY22



MEASURE TWO: RETURNS TO HOMELESSNESS

- Identifies all people who exited homelessness to permanent housing and returned to homeless programs within 24 months and during FY22

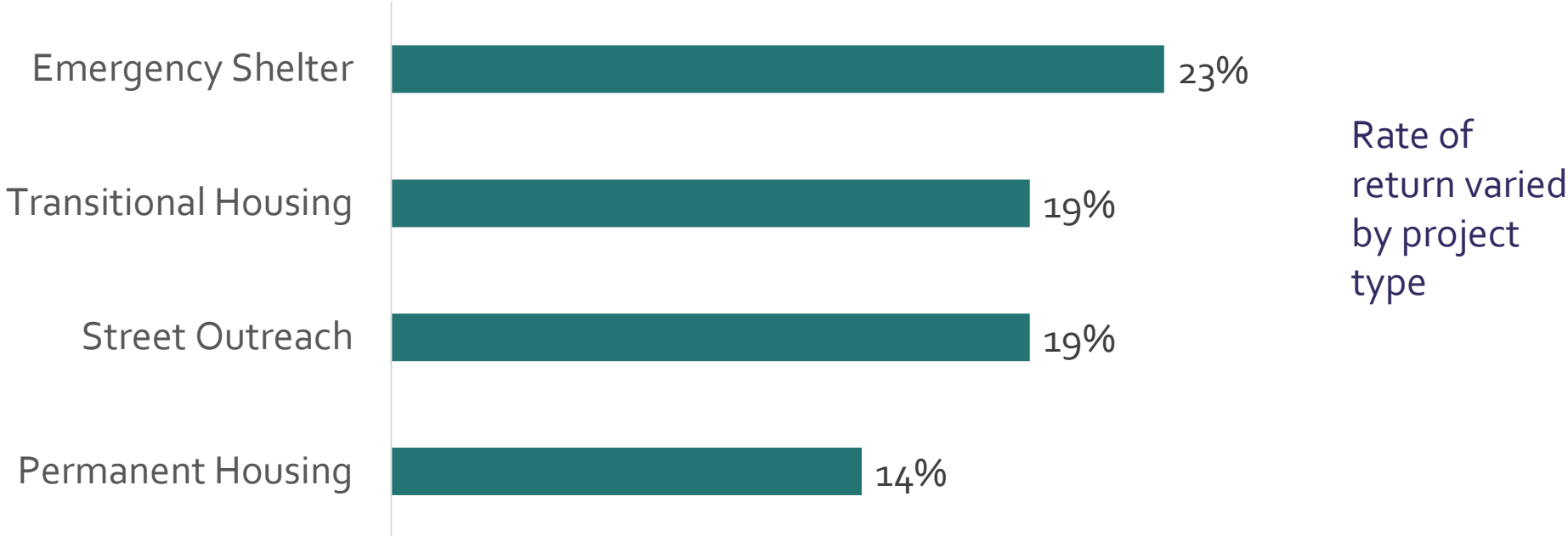
Number of Exits to Permanent Housing Two Years Prior to FY22 that Did and Did Not Return to Homelessness within 24 Months



17% of people who exited to permanent housing two years prior to FY22 returned to homelessness during FY22

MEASURE TWO: RETURNS TO HOMELESSNESS

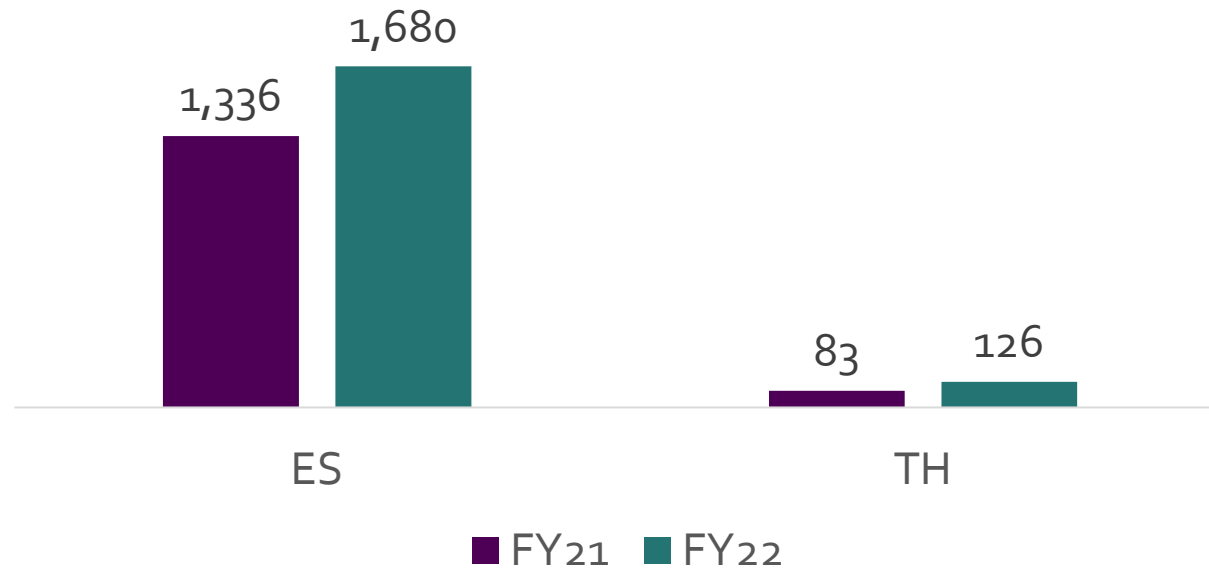
Proportion of Permanent Housing Exits that Returned to Homelessness by Program Model Category, FY22



MEASURE THREE: NUMBER OF HOMELESS PERSONS

- Measure 1A: number of unsheltered people identified in PIT (not analyzed for FY22)
- Measure 1B: number of people in emergency shelters and transitional housing served in HMIS during FY22

Number of People Served in Emergency Shelters and Transitional Housing, FY21 and FY22

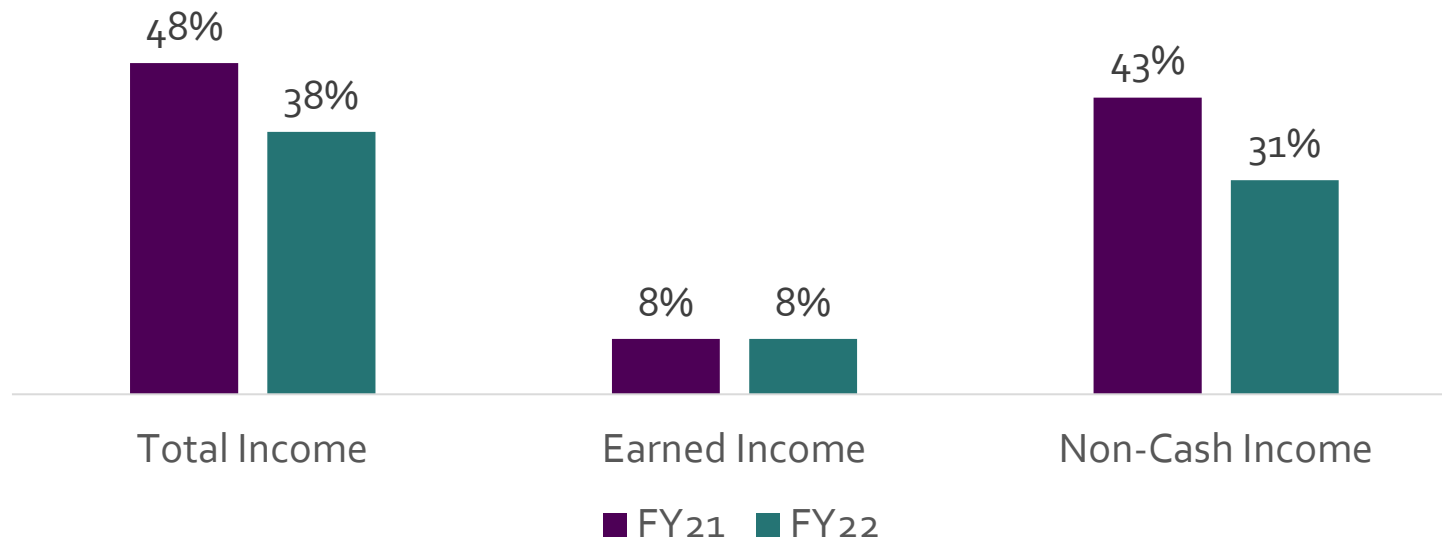


27% increase in the number of people served in interim housing from FY21 to FY22

MEASURE FOUR: EMPLOYMENT AND INCOME GROWTH

- Measure 1A: number of “system-stayers” (people who have been in CoC-funded homeless programs for 365 days and did not exit during the fiscal year) with increased income

Proportion of Adult System-Stayers with Total Income, Earned Income, and Non-Cash Income, FY21 and FY22

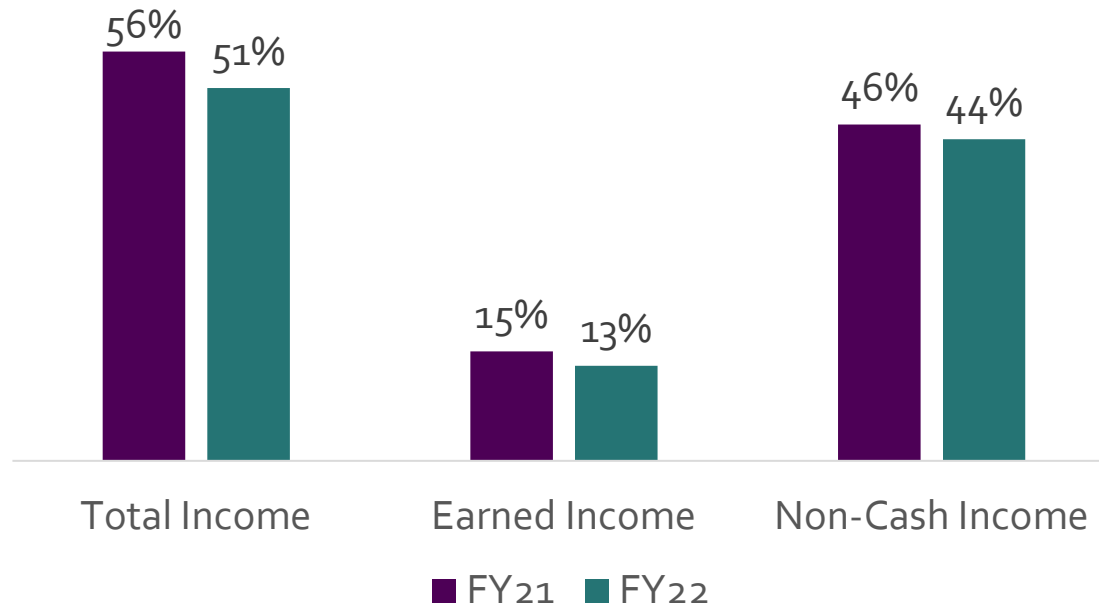


48% of “system stayers” increased their total income during FY22; 10% more than FY21

MEASURE FOUR: EMPLOYMENT AND INCOME GROWTH

- Measure 1B: number of “system-leavers” (people who exited CoC-funded programs during FY22) with increased income

Proportion of Adult System-Stayers with Total Income, Earned Income, and Non-Cash Income, FY21 and FY22

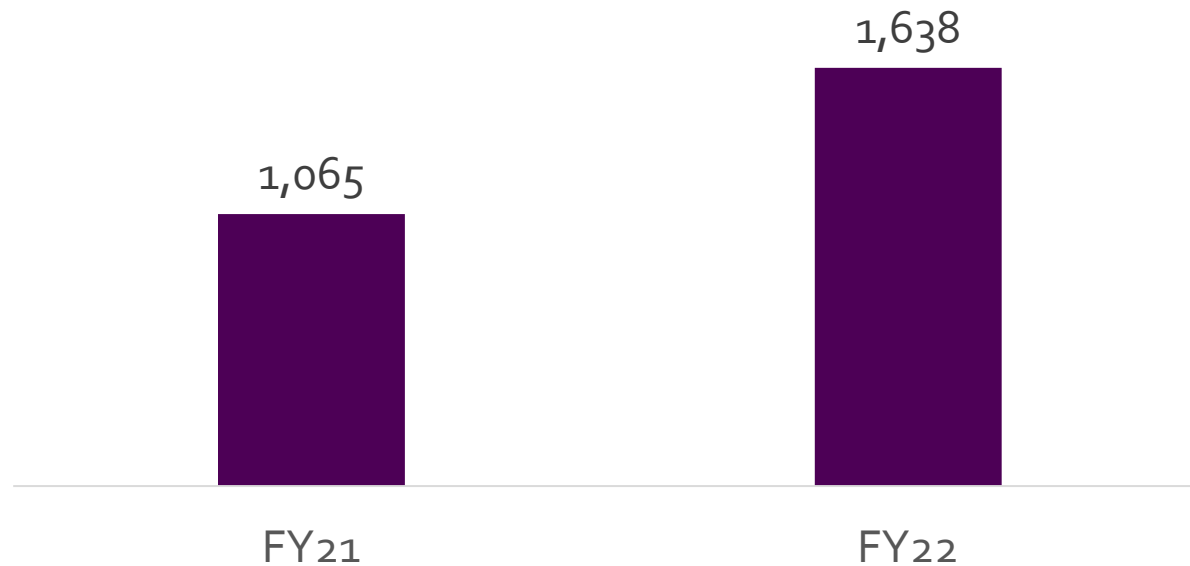


There was a 5% decrease in the proportion of system-leavers with increased income from FY21 to FY22

MEASURE FIVE: FIRST TIME HOMELESSNESS

- Number of people with an enrollment into emergency shelter, transitional housing, rapid rehousing or permanent housing during FY22 with no prior enrollment during the previous 24 months

Number of Emergency Shelter, Transitional Housing, Rapid Rehousing, and Permanent Housing Clients who Experienced Homelessness for the First Time, FY21 and FY22



There was a 54% increase in the number of people identified as newly homeless from FY21 to FY22 (likely due to program and policy during COVID-19)

MEASURE SIX: HOMELESS PREVENTION

- Assesses whether people who accessed prevention programs 12 months prior to the report period returned with homeless status during FY22

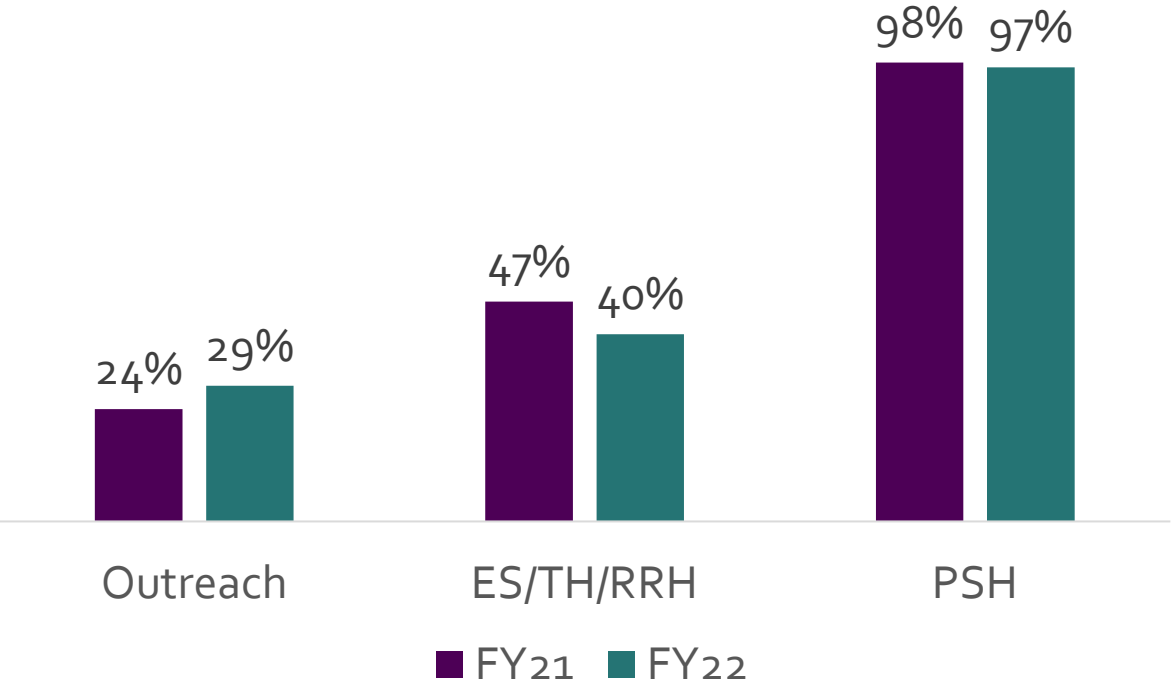
Measure Five is not required or analyzed by HUD and not available for this report.

MEASURE SEVEN: SUCCESSFUL OUTCOMES

- Measure 7A: proportion of people served in **street outreach** with exits to interim housing or permanent housing
- Measure 7B: proportion of people served in **emergency shelter or transitional housing** with exits to permanent housing
- Measure 7C: proportion of people served in **permanent supportive housing** with retention in housing or exits to other permanent housing

MEASURE SEVEN: SUCCESSFUL PLACEMENT

Percent of Positive Exits from Street Outreach, ES/TH/RRH, and Housing Retention for PSH, FY21 and FY22



There was a 5% increase in positive exits for street outreach and a 7% decrease in positive exits for interim housing and rapid rehousing

HOW TO USE SPM FINDINGS

- Understand how the CoC has changed over time
 - Consider programs and policy changes related to COVID-19
 - Consider changes in funding sources, priorities, initiatives
 - Consider influences outside of the CoC like housing capacity and economic shifts
- Use the Program Model Performance Measures dashboards to understand performance measures at program level
- Set SPM goals for the CoC

POINT IN TIME COUNT UPDATES

Jamie Klinger, *H3*

2023 POINT IN TIME (PIT)/HOUSING INVENTORY COUNT (HIC) NEXT STEPS

- The US Dept of Housing and Urban Development (HUD) released the report submission date (4/28/23)
 - PIT data will reflect unsheltered and sheltered population as of 1/24/23
 - HIC data will reflect sheltered and housed population as of 1/24/23

2023 POINT IN TIME (PIT): HUD DATA

- Total people experiencing homelessness on the night of 1/24/23
 - Breakdown by sheltered and unsheltered
 - Household type (HHs w/o children, HHs with only children, HHs w/ at least one adult and one child)
 - Gender
 - Race
 - Ethnicity
 - Chronic homelessness
 - Disability (serious mental illness, substance use, HIV/AIDS)
 - Domestic Violence
 - Special populations: veterans, youth, parenting youth

2023 HOUSING INVENTORY COUNT (HIC): HUD DATA

- Total agencies providing shelter/housing in CoC on 1/24/23
 - Total # of housing projects across agencies
 - # of units available by project type on the night of the PIT
 - Emergency Shelter, Transitional Housing, Rapid Re-Housing, Permanent Supportive Housing, Other Permanent Housing
 - # of year-round beds, seasonal beds, overflow beds
 - # of dedicated Beds for Special Populations: chronic, veterans, youth
 - # of beds occupied on the night of the PIT

WHEN TO EXPECT PIT/HIC DATA PUBLICLY

- H3 will share PIT/HIC data at the next COH meeting (5/4/23)
 - Total homeless (PIT)
 - Unsheltered and sheltered breakdown (PIT)
 - Trend data (2020 vs 2023 PIT)
 - Total units in our system (HIC)
 - Type and quantity of units in our system (HIC)
 - Total units occupied (HIC)
- Detailed reports on PIT/HIC data, including city level data, trend analyses, survey responses will be published Summer 2023

DATA QUALITY UPDATES

Tammy Stoicich, *H3*

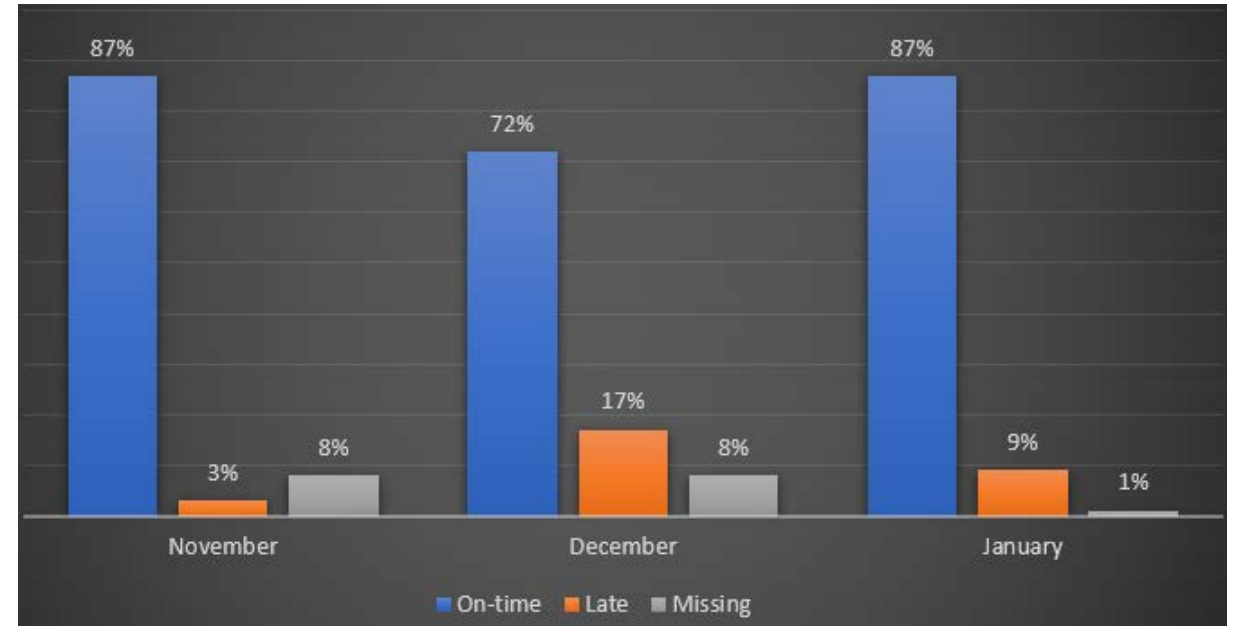
DATA QUALITY UPDATES

Monthly Reports

- We received 87% of all reports on time for the month of January
- Only 1% of reports were missing

Other updates and reminders

- New report available: "Followup Assessments Due". Can be accessed in the Data Analysis tab.
- Office Hours
- Please ensure that March's monthly reports are sent to H3redteam@cchealth.org



Q&A

All

ADJOURN

- **Next Meeting:** July 11th, 12:00-1:30pm



CONTRA COSTA HMIS POLICY COMMITTEE

Tuesday, February 21, 2023 from 3:00-4:00pm

Recording link: email Jaime.Jenett@cchealth.org to request

MEETING MINUTES

Welcome & Introductions

Ashley Jones (Northern California Family Center), Alex Atkinson (Hope Solutions), Bertha Lopez (The Hume Center), Carlos Silva (H3), Cayla Northrup (Hope Solutions), Dana Ewing (H3), DeAndre Richard (Caminar), Gabriel Lemus (COH member), Iman Novin (COH member), Jamie Klinger (H3), Jasmine Harvey (H3), Jo Bruno (COH member), Juno Hedrick (COH member), Khalid Nemati (Shelter, Inc.), Kimberly Thai (H3), Leslie Gleason (Trinity Center), Manusiu Laulea (GRIP), Mary Juarez Fitzgerald (H3), Natalie Siva (H3), Rayniqua Hamilton (BACS), Rickie Lynn Harris (The Hume Center), Sadiq Nemati (Shelter, Inc.), Sharon Osterweil (LifeLong Medical), Shelby Ferguson (H3), Stephanie Lopez (HCEB), Tammy Stoicich (H3), Teri Lundvall (Winter Nights Family Shelter), Tony Ucciferri (COH member), Torrie Carlson (H3), Yessenia Aguilar (H3), **19253268529**

Public Comment

- Members of the public were invited to comment on items not listed on the agenda. No comments.

Review of previous meeting minutes:

- There were no comments or suggested changes regarding the minutes from the January 17, 2023 meeting.

Agency Updates

- No updates.

System Administrator Updates

Kimberly Thai, H3, provided the following updates:

- RED Team is currently working on the HUD Housing Inventory Count and PIT submission, as well as the HUD Systemwide Performance Measures (SPM) report due February 28, 2023.
- Beginning March 1st, all COH meetings and subcommittee meetings are moving to hybrid/in-person. Because of this change, H3 proposed to reduce the number of meetings. H3 asked for opinions on this and the majority of those present mentioned that quarterly meetings would be

best, keeping Tuesday afternoon as the time to meet. An announcement with final decision about frequency, date, time, and place will be sent soon.

Coordinated Entry System Updates

- Shelby Ferguson, H3, provided clarification around which HMIS dashboards need to be submitted, when they are due, and to whom.

2023 Point-In-Time Count:

- Jamie Klinger, H3, stated that the observational count on January 25th was a success and shared the progress of the survey sampling event. The team will start preparing the data analysis this month based on HMIS and survey data collected, with a target date of July 2023 for publication.

CoC Feedback: HUD Race and Gender Identity

- A survey created by the RED team was distributed to the COC two months ago to collect feedback around HUD's proposed changes to Gender and Race Identity data collection. Dana Ewing from the RED team presented the results of this survey. The four areas where HUD is asking for feedback are Race, Ethnicity, Gender, and Transgender experience. A total of 31 surveys were received. Generally, the modifications for Race and Ethnicity were well received and respondents believed the new format HUD is proposing will be better. Mixed reviews for the proposed Gender modifications.

CoC Grant Compliance Monitoring

- Michele Byrnes, on behalf of H3, gave a brief update about the monitoring process to agencies funded through HUD CoC grants. Six agencies with a total of 17 projects will be monitored this year. The purpose, procedures, and timeline were shared. General timeline is from Feb to June of this year.

Data Quality Updates:

- Torrie Carlson, H3, provided an update on the December report submissions, where 72% of reports were received on time, and only 8% missing.
- The HMIS reporting tool Looker is scheduled for an upgrade later tonight and will fix the existing dashboard drilldown issues.
- Torrie asked the Agency Administrators if regular monthly office hours would be helpful, and some answered yes. This will be used to go over what type of corrections need to be made, provide tips on how to review the reports, and answer any questions. The first one was tentatively scheduled for March 3rd. Will most likely be held every first Friday to give attendees enough time to correct their reports before the 10th.
- Torrie reminded the group to submit monthly reports to the H3REDTeam email as she will be on leave for the entire month of March.

Q&A section:

- Jo Bruno, COH member, suggested to add the purpose or mission statement on all committee's agendas.

- **Next Meeting:** TBD.