

**HMIS Committee  
Minutes  
July 16, 2025  
9:00am-11:00am**

[Join Zoom Meeting](#)

Phone: 1 669 900 6833

Meeting ID: 878 7444 0338

Meetings are public. Alameda County residents with lived experience of homelessness are encouraged to attend. Public Comment will be taken at the beginning of each meeting and is limited to 2 minutes per person.

### Helpful links:

- **Google drive folder** for the HMIS Committee:  
<https://drive.google.com/drive/folders/1wQ38BndcxwyycXV49yH9yjr9bceWd5fW?usp=sharing>
- **Website page** (on Everyone Home website) for the HMIS Committee:  
<https://everyonehome.org/about/committees/hmis-committee/>
- **Acronym List**: [https://docs.google.com/spreadsheets/d/118hFMAU2IE-FqYmK8TZ9Hp40vmS1zRck9EBEbPlbwy8/edit?usp=drive\\_link](https://docs.google.com/spreadsheets/d/118hFMAU2IE-FqYmK8TZ9Hp40vmS1zRck9EBEbPlbwy8/edit?usp=drive_link)
- **Alameda County HMIS website**: <https://alameda.bitfocus.com/>
- **Alameda County data dashboard**:  
[https://homelessness.acgov.org/data\\_homeless\\_response.page](https://homelessness.acgov.org/data_homeless_response.page)

### Committee Purpose

The purpose of HMIS Committee is to support the effective operation and oversight of the CoC's Homeless Management Information System (HMIS), as required by HUD's CoC Program Interim Rule at 24 CFR 578.7 and to meet data management infrastructure needs. Learn more about the Committee's purpose [here](#).

Are you getting the HMIS newsletter? Make sure you and your agency leads are getting the newsletter! <https://alameda.bitfocus.com/newsletters> .

### Meeting Purpose / Overview

The July HMIS Committee meeting will focus on reviewing and discussing the FY 2024 HMIS Data Standards updates, including their implications for local data collection, reporting, and system alignment. The meeting will provide context for the changes, review the HMIS Lead's plans for implementation, and offer an opportunity for committee members to ask questions and provide input. The Committee will also handle regular business, including approval of minutes, public comment, and committee updates.

## Agenda

### 1. Welcome and Introductions (Co-Chairs)

- Please come put in the chat your: Name, pronouns, affiliation (organization, etc.).
- Ground Rules

#### Minutes:

- Homebase opened the meeting and reviewed the ground rules.

### 2. Approval of minutes, 05/21/2025 (Co-Chairs)

- Prior today's meeting, Homebase distributed the meeting minutes (meeting minutes are the written record of our monthly meetings) from the May 21<sup>st</sup> HMIS Committee meeting for committee members to review.
- The draft minutes have also been posted in the HMIS's [google drive folder](#).
- This time is held for committee members to let us know if they believe the minutes to do not accurately capture the discussion items from the September meeting and need to be amended.

You may also email Homebase at [jose@homebaseccc.org](mailto:jose@homebaseccc.org) and [matthieu@homebaseccc.org](mailto:matthieu@homebaseccc.org) copying [alameda@homebaseccc.org](mailto:alameda@homebaseccc.org), if you see anything in the draft minutes that are distributed following today's meeting that should be amended.

#### Minutes:

- Draft minutes were approved with no changes.

### 3. HMIS Committee Public Comment (Co-Chairs)

- Public Comment will be taken at the beginning of each meeting and is limited to 2 minutes per person.
- Homebase has created a public comment tracker where public comments across CoC meetings will be recorded.
- Comments will be directed to the appropriate CoC committee or County staff.

#### Minutes:

- No public Comments

### 4. Announcements (Homebase)

- Vacant Co-Chair Seat

- Our former co-chair, Shatae Jones has stepped down. The Committee needs to identify a new co-chair to work with Shelly Haynes to lead our committee
- Volunteers and nominations can be sent to Jose and Matthieu
- **Prevention Program Participant Survey**
  - The [Housing Stability and Homelessness Prevention \(HSHP\) Committee](#) is inviting people who have received homelessness prevention services to share their experiences in a survey
  - The HSHP Committee is developing a chart/guide of Homelessness Prevention Programs in Alameda County. The Prevention Program Chart will be used to inform the community about current homelessness prevention initiatives and advocate for funding for targeted homelessness prevention services.
  - To help create the chart, the HSHP Committee is conducting a survey of people who have received homelessness prevention services to learn:
    - What prevention programs provided services,
    - What prevention services were provided,
    - Whether the services prevented them from entering homelessness, and
    - How the prevention program services were marketed to them.
  - To help the Committee complete the Prevention Program Chart, we are asking people with homelessness prevention experiences to complete this [Prevention Program Participant Google Form](#).
- **Onboarding Materials Project**
  - EveryOne Home is currently updating the Committee member onboarding materials and training!
  - Committee members, people with lived experience of homelessness, and community partners are invited to provide input and feedback to ensure that the final onboarding training and materials are complete and user-friendly.
  - Everyone is invited to give feedback through the [Onboarding Materials Feedback Form](#).
  - EveryOne Home also be holding a virtual Onboarding Materials Focus Group on **Tuesday, July 1st from 10am to 11am** via [Zoom](#).
- **Transition Age Youth (TAY) Engagement Guide**
  - The Youth Committee is excited to share the [Transition Age Youth \(TAY\) Engagement Guide](#).
  - The Youth Committee has worked with the Youth Advisory Board (YAB) and Alameda County Health, Housing and Homelessness Services to collect information on resources for TAY in Alameda County.
  - By visiting this guide, you can see information on housing, education, employment and professional development, disability justice, LGBTQIA+ resources, behavioral health, re-entry and more. All youth and service providers serving youth can utilize this resource!

If you have any questions or think any information is missing, please email [alameda@homebaseccc.org](mailto:alameda@homebaseccc.org).

**Minutes:**

- No additional announcements were made

**5. Agenda Item — FY 2024 HMIS Data Standards Updates**

This item will provide an overview of the FY 2024 HMIS Data Standards released by HUD, which went into effect on October 1, 2023. The session will be structured in three parts:

- Overview — a review of the purpose and scope of the updates, which align with current federal priorities and Executive Orders (presented by Co-Chair Shelly Hayes);
- Context — a discussion of how these standards fit into the broader goals of federal agencies to ensure consistent, person-centered data collection across homelessness systems (presented by Shantae White, Abt Global); and
- Detailed Updates — a review of the specific changes to project types, data elements, and reporting requirements, and an outline of the HMIS Lead’s plans for tracking and implementing these updates going forward (presented by Alex Baker, HMIS Lead Team).

#### **Minutes:**

#### **What Are the Changes?**

- **Gender and Sexual Orientation**
  - The federal data element **3.06 Gender** is retired.
  - **R3 Sexual Orientation** is retired.
  - HUD will now require a **Sex** field aligned with sex assigned at birth.
  - Locally, Bitfocus will keep Gender and Sexual Orientation visible on profile screens except for minimum enrollment screens.
- **Race and Ethnicity**
  - Combined into a single element.
  - New **“Middle Eastern or North African”** response added.
  - An optional text box allows clients to add more detail if desired.
- **Name and Social Security Number**
  - **Name collection** now allows the use of a preferred name; “legal name” is not required unless required by a funder.
  - **SSN collection** only requires the last four digits for HUD CoC, ESG, and SAMHSA PATH.
- **Other Retirements**
  - **4.19 Coordinated Entry Assessment** and **4.20 Coordinated Entry Event** are retired.
- **Language Changes**
  - Identity-affirming and trauma-informed language removed from SSN, Race, and Name instructions.
  - Fair Housing references and language reminding staff to provide services regardless of documentation are removed.
- **Federal Context**
  - These changes are required for compliance with current Executive Orders.
  - HUD framed the changes as mandatory.
- **Timeline**
  - Changes must be fully implemented by **October 1, 2025**.

#### **What Do We Know Now?**

- **Local Customization**
  - Alameda can continue collecting retired elements through custom screens.
  - These fields will be soft required (users will be prompted but can skip them).
  - The fields will be visible in Looker for local analysis but will not export to HUD.

- **Implementation Work**
  - BitFocus is configuring Clarity to keep local-only fields active while meeting federal standards.
  - Testing and technical work are already underway.
- **Lead Team Approach**
  - Prioritizing local continuation of inclusive data collection.
  - Documenting what will be lost due to federal restrictions for use in future advocacy.
- **Current Understanding in Alameda**
  - Federal changes are compliance-driven; local systems are encouraged to continue equity-oriented practices where possible.

## Reporting Implications

- **Federal Reporting Losses**
  - Gender and Sexual Orientation will be removed from:
    - **OUTS-106, OUTS-108 Client Demographics Reports**
    - **HUDX-230 Point-in-Time Count**
    - **HUDX-227 Annual Performance Report (APR)**
    - **HUDX-228 ESG CAPER**
    - **HUDX-235 Coordinated Entry APR**
  - Stella Performance Module will no longer visualize these demographics.
  - CSV/XML exports will exclude these elements.
  - PIT will no longer disaggregate populations by gender identity.
- **Local Reporting Continuity**
  - Gender and Sexual Orientation will still be visible in Looker.
  - Local dashboards can continue to track these demographics, but they will not align with HUD reporting after October 1.
- **Equity Impact**
  - Reduced visibility of gender and LGBTQ+ populations in federally submitted data.
  - Federal reporting will no longer allow comparisons across gender categories beyond “Sex.”

## What Are We Still Waiting for More Details On?

- **Federal Guidance**
  - Clarification on **FY 2026 HMIS Data Standards**.
  - Whether HUD will eventually allow custom fields to appear in tools like Stella P or LSA.
- **Technical Configuration**
  - BitFocus confirmation on final screen layouts for local-only fields.
  - Whether historic gender and sexual orientation data will remain visible without disruption after updates.
- **Regional and Funder Coordination**
  - How local funders and neighboring CoCs will handle reports that differ from HUD’s new requirements.

## Next Steps

- **Technical Work**
  - Finish configuring Clarity with BitFocus to keep local custom fields active.

- Test reporting systems to ensure local fields remain accessible after changes.
- **Training and Communication**
  - Create provider training and guidance covering:
    - What has changed federally.
    - Which local fields remain recommended or required.
    - How reporting will differ post-October 1.
  - Distribute training materials and hold sessions before the deadline.
- **Documentation and Advocacy**
  - Record all changes and lost data points for future advocacy.

### Role of the HMIS Committee

- **Input and Feedback**
  - Demo of new screens by HMIS Lead Team (when the screens are available on the training site)
  - Act as the venue for community and provider concerns about the changes.
  - Provide feedback on the local implementation plan.
- **Training Support**
  - Help share training materials and provider guidance.
  - Surface provider questions early.
- **Monitoring**
  - Track provider readiness for the October 1 transition.
  - Communicate implementation challenges to the HMIS Lead Team.

### Committee Members

Alex Baker	HMIS Lead / OHCC	Present
Daniel Scott	Alameda County / OHCC	Present
Deidre Wan	Berkeley Youth Affiliates	
Greta Monares	City of Oakland	
Jared DeFigh	Wood Street	
Josh Jacobs	City of Berkeley	Present
Julia Judge	Bay Area Community Services	Present
Melissa Moore		
Michelle Ogburn	Abode	Present
Patrick Anderson	Emerging Leaders Program; Podcaster (The Intelligent Human Voice)	Present
Shelly Haynes	City of Livermore	

### Resources:

- [Alameda County HMIS website](#)
- [Newsletter sign up](#)
- [Get Access to the HMIS System](#)

- [Get Trained on the HMIS System](#)
- [Find out about HMIS User Group Meetings](#)
- [Get HMIS Materials and Support](#)
- [HUD Data Standards](#)
- [Data Quality Corrections Reference Guide](#)