

OC HMIS User Meeting Webinar Minutes
10/01/25

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Agenda Items

HMIS Participating Agencies Schedule

HMIS Agency Audit

- Scheduling July - December

PPR Corrections

- Rapid Re-Housing will be added to your agency's DropBox shortly
 - If you don't have a Goal 10 spreadsheet in DropBox, your agency didn't have any exit data during the reporting period of 09/01/2023 - 08/31/2025

[HMIS Participating Agencies Schedule](#)

Funding Form

Agency Administrators can now submit the Request to Add Funding to Existing Project Form to provide information about new or renewed funding for their existing projects.

The Funding Request Form requires a response for the following fields:

- Funding Source type (e.g. CoC, ESG, HOME)
- Grant ID/Name or grant number
- Grant dollar amount
- Grant start date and end date

Users can update multiple projects with multiple funding sources using a single form submission.

ochmis.org > HMIS Forms and Documents > HMIS Data and Set-up Forms > For Agencies/Projects Currently Set-up in HMIS > [Add Funding to Existing Project Form](#).

LSA Dashboard

The Household & Enrollment Data Dashboard is designed to identify common issues with household and enrollment data that impact the LSA submission as well as any other performance metrics that are related to Households.

Here are a few examples of common issues:

- Program Enrollment w/ No Head of Household
- Heads of Households younger than age 6
- Clients with Missing Date of Birth
- Clients Born After their Enrollment Start Date

To learn more about this dashboard, please review the [LSA Data Cleanup: Household and Enrollment Data KB](#) article in the Help Center (BitFocus' site) or visit our website to see our [KB article LSA Dashboards](#). To run the Household and Enrollment Data report go to **Reports > Data Analysis > Built In Reports > LSA Data Cleanup: Household and Enrollment Data > Hit Run**. Adjust the 'Agency Name,' filter to your agency or Program Name to a particular program in your agency. The reporting period, and all parameters are automatically set for you.

Updates to HMIS Data Elements

HUD has released the [updated FY2024 HMIS Data Standards Manual](#). These changes will be implemented in HMIS as of October 1st, and include updates for the following screens/projects:

Client's Profile Screen

Project Type Applicability: All Programs/Components

Data Collected About: All Clients

Screens in HMIS: Client's Profile

- 3.06 Gender is optional
- 3.04 Race and Ethnicity
 - Updated - Hispanic/Latina/o

Enrollment screens

Project Type Applicability:

- HUD CoC - except Coordinated Entry
- HUD ESG
- HUD HOPWA
- HUD VASH - Services Only
- HUD PATH
- HHS RHY
- VA SSVF

Data Collected About: All Clients

Screens in HMIS: Program Enrollment

- 4.21 Sex is a required field

Enrollment screens

Project Type Applicability: VA/HUD VASH funded programs

Data Collected About: All Clients

Screens in HMIS: Program Enrollment

- 4.05 - 4.10 Specific Disabling Conditions removed and not required for programs funded with VA/HUD VASH

Enrollment screens

Project Type Applicability: RHY Funded Programs

- Emergency Shelter - Entry Exit
- Transitional Housing
- Homelessness Prevention
-

Data Collected About: Head of Household and Adults

Screens in HMIS: Program Enrollment

- R13 Family Critical Issues - Toggle field is updated to Picklist
- No
- Yes
- Client doesn't know
- Client prefers not to answer
- Data not collected

Enrollment screens

Project Type Applicability: VA SSVF Funded Programs

Data Collected About: Head of Household and Veterans

Screens in HMIS: Program Enrollment

- New Data Element: V10 Mental Health Consultation

- Mental health consultation completed
- Mental health consultation being coordinated/arranged with VA provider
- Mental health consultation being coordinated/arranged with other provider
- Offer declined

Client Consent Form Update

The final page of the HMIS Consent to Share Protected Personal Information Form has been updated to reflect changes in the roster of HMIS participating agencies.

This form can be found on [our website](#) by navigating to:

[HMIS Forms and Documents](#) > [HMIS Policy and Privacy Forms](#) > Consent to Share Protected Personal Information

A complete list of all agencies that participate in OC HMIS can be found at:

<https://ochmis.org/contributing-agencies/>

CES Household Composition Changes

In some cases, a household may be served by both the Individual and Family Coordinated Entry System. This occurs when the household's composition has changed or is expected to change. Events that can result in a change in household composition may include but are not limited to clients that become pregnant, a single adult merges households with another adult with a child, or children are permanently removed from the household.

Scenario 1: The household is active in the CES project, has a change in household composition, and has not been matched to a housing project.

Scenario 2: The household is active in the CES project, has a change in the household composition, and has been matched to a housing opportunity.

- Household is accepted into the housing project
- Household is denied the housing opportunity

KB: [Managing Household Composition Changes in the CES](#)

Project Performance Report

The Permanent Supportive Housing (PSH) PPR will be published in the upcoming weeks.

Current and past PPRs can be found on the [Orange County HMIS website](#), by navigating to: Reports > [Project Performance Reports](#)

Corrections for the Rapid Re-Housing (RRH) PPR draft data will be uploaded into DropBox this week.

The [Project Performance Overview](#) is a helpful document that provides important information regarding the PPRs

including the thresholds for each goal and our publishing schedule.

Training and Resources

Upcoming Trainings:

[HMIS Reports Training: PPR Goal 6-10](#)

- Wednesday, October 29th @ 2:00pm
- No need to register in advance

More information about upcoming trainings can be found on the [OC HMIS Calendar](#)

Community Resources:

Helpful Coordinated Entry Resources may be found on the Office of Care Coordination's [OC CES Academy website](#).

Survey

Our HMIS Helpdesk Team invites users to complete the HMIS User Meeting Survey. Please let us know what topics you're interested in reviewing in the upcoming monthly meetings.

Here's the link to the Survey: <https://forms.gle/jZVrjzYYrMkP5Lm7>

Q&A

Updates to HMIS Data Elements

- Q: Since the gender data field is now optional, will the field be removed from the Data Quality Report Card?
 - A: Yes, the Data Quality Report Card will only review HUD Universal Data Elements (UDE) and Program-Specific Data Elements (PSDE). The optional gender data field will not be included in the report.

Future Meeting Information

November 2025 HMIS User Meeting Webinar

- Date: Wednesday, November 5th, 2025
- Time: 10:00 AM - 11:00 AM
- Click [here](#) to join the meeting! No registration or RSVP is required.
- All User Meeting webinar recordings and meeting minutes are available [on our website](#).
- Have an idea for a future agenda item? Submit a ticket via the [HMIS Help Desk](#) using the "HMIS – Users and Trainings" category with your ideas.