



**Sonoma County HMIS/Data Committee
Agenda for November 14, 2022
10:00 AM – 11:30 AM Pacific Time**

Virtual Public Meeting Information:

<https://sonomacounty.zoom.us/j/95267110658?pwd=U1ZHNit6ZHZ2NmtKcklDcFc1NnRgdz09>

Passcode: 592232

Or Telephone: 669-900-9128

Webinar ID: 952 6711 0658

	Agenda Item	Presenter	Approx. Time
	Welcome and roll call.	Chair	
1.	Committee Secretary position	Chair	10 mins
2.	Update on Combined Release of Information	Staff	10 mins
3.	Preliminary System Performance Measures and other upcoming reports	Staff	30 mins
	Public comment for items not on the agenda.		

PUBLIC COMMENT:

Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email daniel.overbury-howland@sonoma-county.org. Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Committee members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Committee Chair based on agenda scheduling demands and total number of speakers.

Sonoma County Continuum of Care HMIS and Coordinated Entry System

CONSENT FOR THE RELEASE OF CONFIDENTIAL INFORMATION

What This Release Does: The purpose of this Release of Confidential Information consent form is to allow the homeless services system to use your information to help with housing/shelter placement and provide you with support services. We will share information with homeless service providers and other partners, verbally or in writing, when we are helping you find housing or providing services you desire. If housing resources become available, you will be notified about the referral(s) being made. Your information will be entered into the Homeless Management Information System (**HMIS**), a confidential HIPAA compliant online database. Your de-identified information may also be used for research purposes. All information entered into HMIS is protected by passwords and encryption technology and steps are taken to safeguard your information in our HMIS system.

Note: If you ever suspect that your confidential information in the HMIS system has been misused, please immediately contact the Sonoma County HMIS Coordinator at Daniel.Overbury-Howland@sonoma-county.org or call the Community Development Commission at (707) 565-7500.

Disclosures and Period of Enforcement: The release you are signing will be in effect for a period of three years from the date of signed authorization by you, unless you wish to identify a different date here:

This consent will expire on (Insert date) _____ (if left blank, this consent will expire three years from date of signature).

Signing this form is voluntary and your records won't be shared without this authorization. You have a right to receive a copy of this authorization and have been offered a copy. If you don't want to sign this consent, you and your family will not be refused services; however, allowing the homeless providers you work with access to this information will help them create a fully informed care plan to help place you into homeless services programs.

You have the right to refuse to answer any of the questions on your screening, however, some questions are tied to program eligibility, which means that you could miss out on a potential housing opportunity.

If you do not wish to share your personal information (such as name, date of birth, and Social Security number) you have the option to enroll for services without providing this information. If you are experiencing/fleeing domestic violence, you may want to discuss protecting your identity with a staff member.

Overview: The Sonoma County Continuum of Care HMIS is a shared database used by agencies that work together to provide services for those experiencing homelessness. Client information helps agencies to plan for and provide services. This information will be shared among agencies to provide coordination and delivery of those services.

Every project that receives federal homeless project funds from the U.S. Department of Housing and Urban Development is required to enter data on people served with those funds into HMIS. Some projects funded through the U.S. Veterans Administration and the U.S. Department of Health and

Human Services may also be required to enter data into HMIS. Other projects voluntarily enter data into HMIS to support service coordination efforts.

The Sonoma County Homeless Coordinated Entry System (**CES**), which maintains information in HMIS, provides “no wrong door” access at many CES Cooperating Agencies to housing programs throughout the county, and reduces the work people experiencing homelessness must do to locate housing and move out of homelessness. Participants must consent to any collection, use, and release of their information.

You have the right to revoke (take back) this authorization verbally, or by sending a signed notice to the Sonoma County HMIS Administrator: 1440 Guerneville Road, Santa Rosa, CA, 95403 or via e-mail at Daniel.Overbury-Howland@sonoma-county.org; or call (707) 565-7500. Revocation will take effect the day it is received but will not affect any disclosures staff had previously made.

The list of Sonoma County HMIS Participating Agencies and CES Cooperating Agencies who may have access to your information is on page 5 of this release. Additional agencies may become HMIS Participating Agencies or CES Cooperating Agencies at any time, and you may request a current list of those Agencies at any time.

Agreement to execute using electronic signature: I understand and intend that my electronic signature and electronic initials on this form shall have the same force and legal effect as if signed or initialed with an original ink signature. I represent, warrant, and agree that my signature and initials, whether in electronic or original ink, are a valid, enforceable, and fully effective consent and agreement.

BY SIGNING THIS FORM, I AUTHORIZE THE FOLLOWING:

- I am allowing HMIS Participating Providers and CES Cooperating Agencies to provide coordinated case management for shelter/housing placement and/or services.
- I, as head of my household, authorize HMIS Participating Providers and CES Participating Agencies to collect, update, use, view, and share the following with other HMIS Participating Providers and CES Cooperating Agencies to whom I have been or may be referred for housing, shelter, or other services:
 - Identifying information including full name, DOB, SSN, race, ethnicity, gender, phone number, address, and other similar identifying information
 - Confidential information gathered during the intake or assessment process (including health, personal finance information, and homeless history)
 - Eligibility information including proof of homelessness, veteran status, income, insurance, and disabilities
 - Confirmation of participation and certain information in related mental health or physical health programs for the purpose of determining program eligibility
 - Shelter and/or housing program(s) preference and information
 - Record of services provided
 - The date of enrollment and exit in programs and the Coordinated Entry System

• I authorize any CES Cooperating Agencies to share the following information with _____ (contact listed "Participant Info" section of HMIS Dashboard) for the purposes of coordinating enrollment in CES and contacting me when housing opportunities arise:

- Enrollment status in the Coordinated Entry System
- Date of enrollment
- Details of housing opportunity available

• My signature (or mark) indicates that I have read (or been read) the information provided above, have had all my questions satisfactorily answered, and agree to provide information for the purpose of enrolling in the Sonoma County Homeless Coordinated Entry System or services of an HMIS Participating Agency.

• Information that the agencies on this form share with each other may be re-shared by the agency that receives it. I understand that sometimes re-sharing is allowed by law and my information may no longer be protected by confidentiality laws; for example, if I allow sharing to a family member.

• I certify that this request has been made freely, voluntarily and without coercion and that the information given above is accurate to the best of my knowledge.

• I understand that participation in HMIS and the Coordinated Entry System is on a voluntary basis. I do hereby release the Sonoma County Coordinated Entry System and its Cooperating Agencies from any liability from any injury, accident, vandalism or theft that may occur during my(our) enrollment in Coordinated Entry. The release includes all family members listed below.

Agree: I hereby agree to provide my consent to collect data for entry into the Sonoma County Homeless Management Information System (**HMIS**) Yes No

Decline: I hereby decline to provide my personal information into the Sonoma County HMIS and will be assigned a unique code instead of my using my name Yes No

If assigned a code, I give CES Cooperating Agencies the permission to contact me about possible housing opportunities and for updates on my housing situation.

I understand that my number will be kept outside of HMIS and will be secured with the following agency: _____.

Staff Name: _____ Email: _____

Phone Number: _____ Staff Signature: _____

PRINT NAME (Participant)

REPRESENTATIVE (if applicable, guardian)

SIGNATURE OF HEAD OF HOUSEHOLD or OTHER PARTY DATE

HOUSEHOLD MEMBERS (if applicable):

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Sonoma County Continuum of Care HMIS and Coordinated Entry System

CONSENT FOR THE RELEASE OF CONFIDENTIAL INFORMATION

The list of Sonoma County Homeless Service Providers (HMIS Participating Agencies or CES Cooperating Agencies) who may have access to your information is listed below:

Housing/Shelter/Outreach/Homeless Services Providers

- Access Sonoma Interdepartmental Multidisciplinary Team, IMDT
- Buckelew Programs
- Burbank Housing
- Catholic Charities of the Diocese of Santa Rosa, CCDSR
- Committee on the Shelterless, COTS
- Community Action Partnership Sonoma, CAPS
- Community Support Network, CSN
- Corazon
- Downtown Streets Team
- Homeless Action Sonoma
- Homes for the Homeless
- Interfaith Shelter Network, IFSN
- HomeFirst
- Nation's Finest
- PEP Housing
- Petaluma People Services
- Reach for Home, RFH
- Redwood Gospel Mission, RGM
- Saint Vincent de Paul, SVDP
- Santa Rosa Junior College Student Resource Center
- Santa Rosa Housing Authority
- Social Advocates for Youth, SAY
- Sonoma Applied Village Services, SAVS
- Sonoma County Housing Authority
- Sonoma Overnight Support, SOS
- TLC Child and Family Services
- US Dept of Veteran's Affairs, VA
- Unsheltered Friends Outside
- Wallace House
- West County Community Services, WCCS

Healthcare/Behavioral Health Providers

- Alexander Valley Healthcare
- Apple Valley Post-Acute
- Beacon Health Strategies
- Athena House
- Child Parent Institute, CPI
- Creekside Post-Acute
- Drug Abuse Alternative Center

- Face to Face, F2F
- Kaiser Permanente, KP
- North Bay Regional Center
- Petaluma Health Center, PHC
- San Francisco VA Healthcare Care System, VA
- Santa Rosa Post-Acute
- Santa Rosa Community Health, SRCH
- Sober Sonoma
- Sonoma County Behavioral Health, SCBH
- Sonoma Valley Community Health Center
- St. Joseph's Health
- Sutter Health
- Turning Point
- West County Health Centers
- Women's Recovery Services

Justice System

- California Department of Corrections and Rehabilitation
- County of Sonoma Probation Department
- County of Sonoma- Superior Court of California
- North County Adult Detention Facility
- Sonoma County Main Adult Detention Facility

City/County Government Offices

- City of Petaluma Housing Department
- Sonoma County Human Services Dept, SCHSD
- Sonoma County Public Health Services

Intimate Partner Violence Services Provider

- Family Justice Center, FJC
- The Living Room
- Verity
- Young Woman's Christian Association of Sonoma County, YWCA

Other

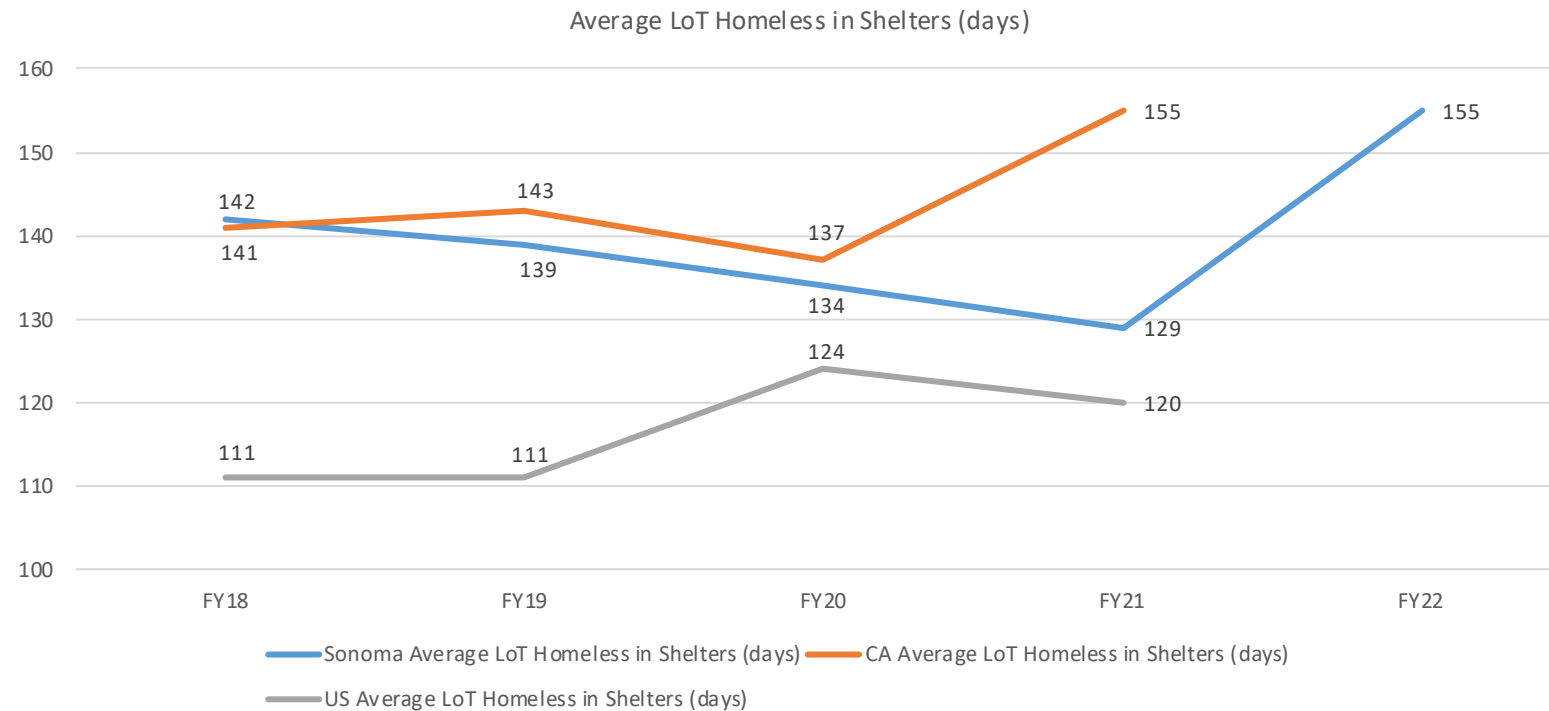
- Legal Aid Sonoma County
- Red Cross
- Sebastopol Public Library
- The Volunteer Center of Sonoma County
- Vet Connect
- Overland, Pacific & Cutler, LLC, OPC

FY22 System Performance Measures

A 5-YEAR LOOK AT SYSTEM PERFORMANCE MEASURES WITH STATE
AND NATIONAL AVERAGES FOR COMPARISON.

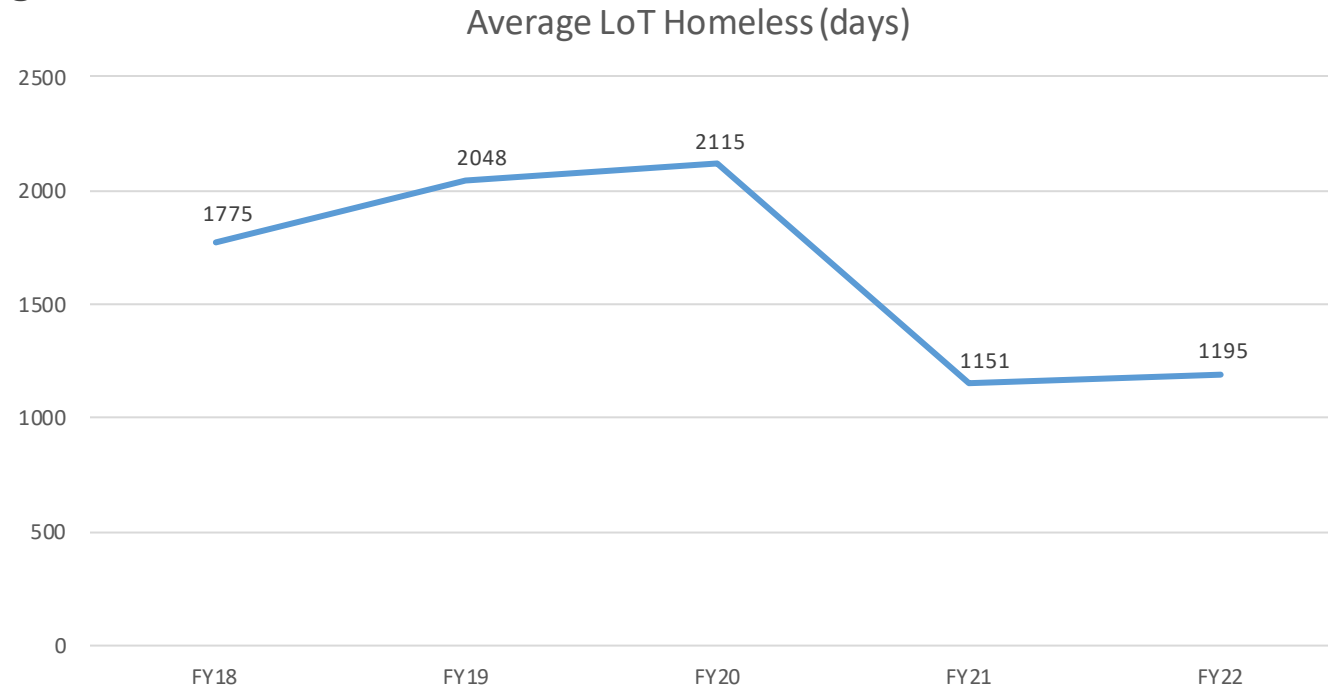
Average Length of Time Homeless In Shelters

A look at the average length of time homeless (in days) in Emergency Shelter and Transitional Housing programs for clients accessing those services.



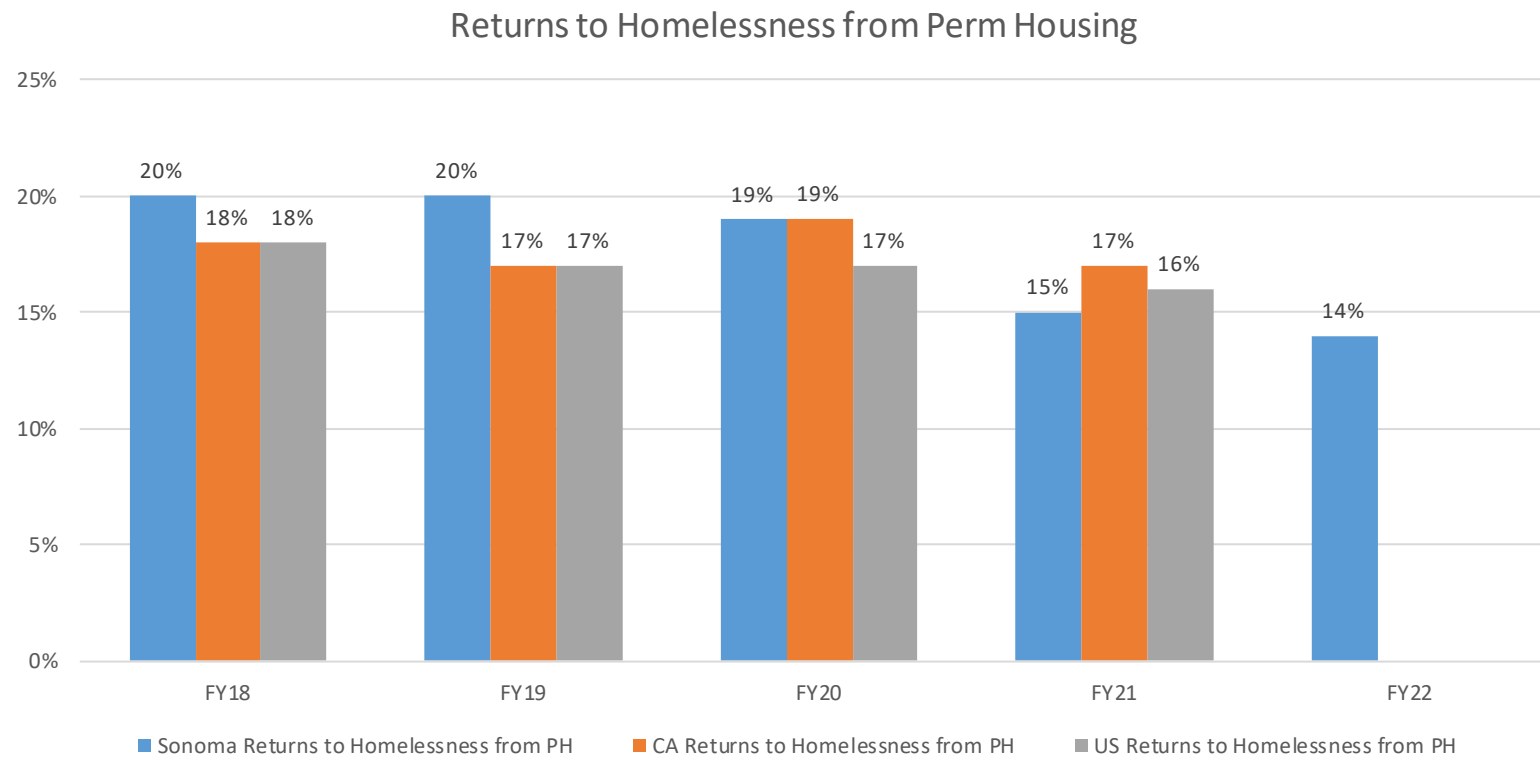
Average Length of Time Homeless

This measure looks at the average length of time homeless much like the prior chart. The main difference is that this one includes time homeless prior to entering our system of care and so is expected to display a longer average length of time homeless.



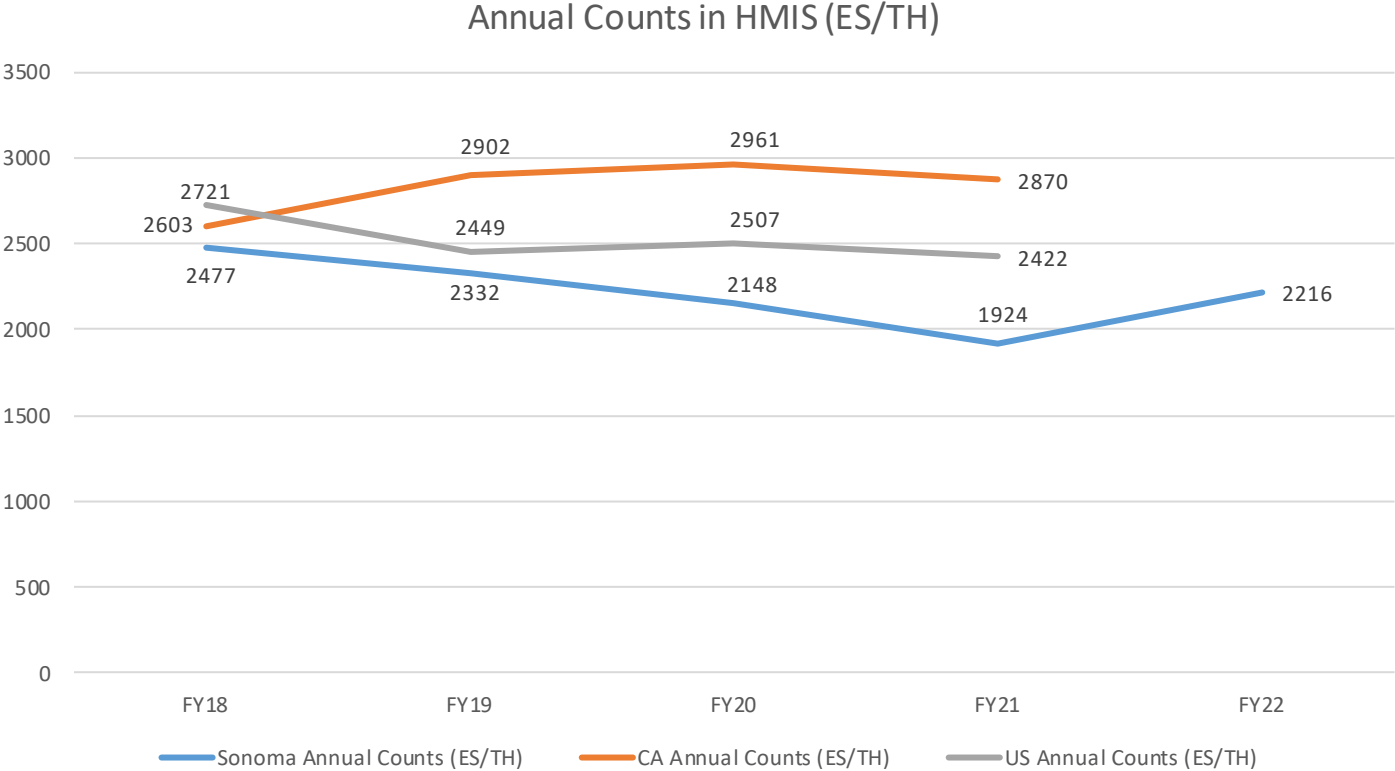
The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

The percentage of clients that return to homelessness within 2 years of an exit to a permanent housing destination.



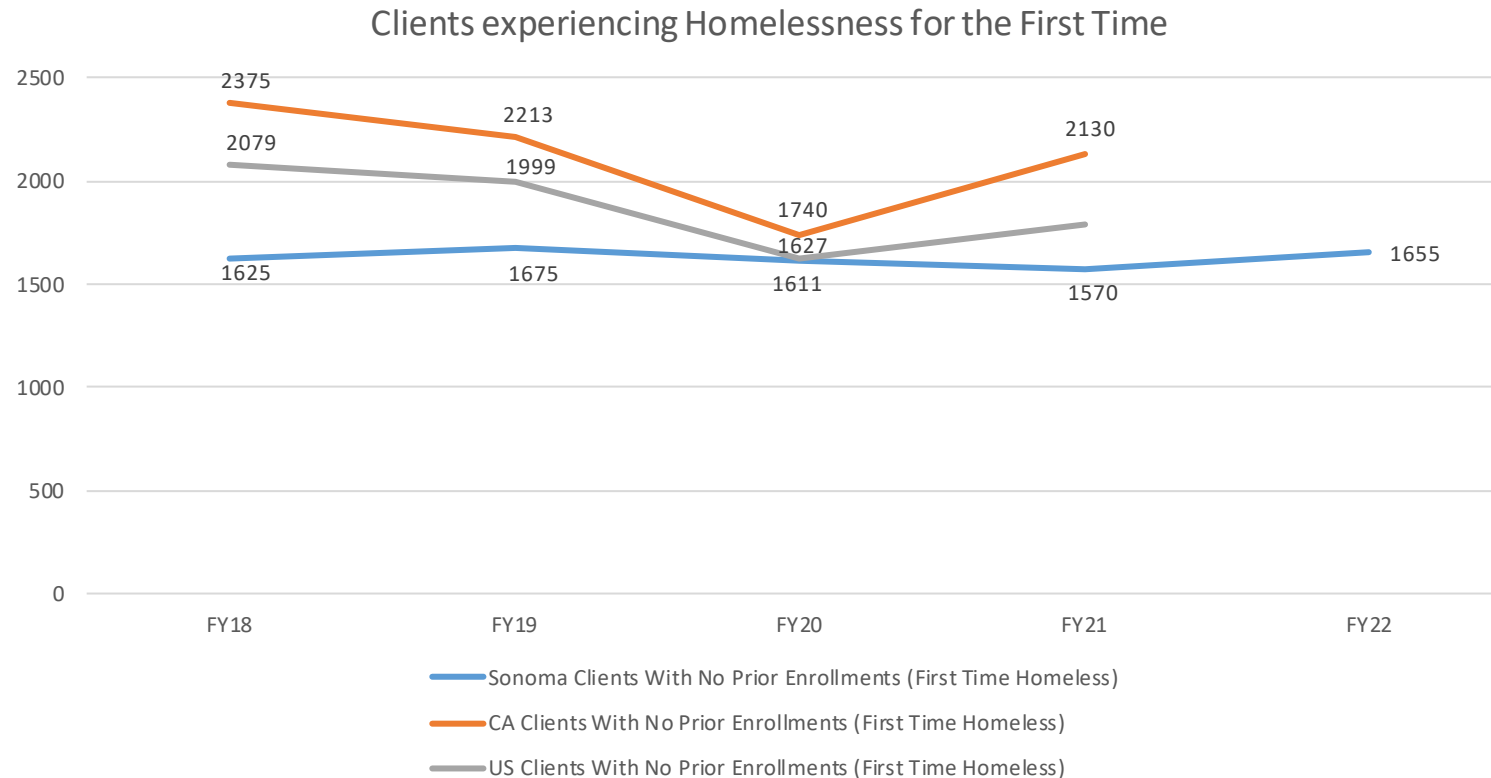
Change in Annual Counts

The number of people in shelters in the Homeless Management Information System (HMIS) annually.



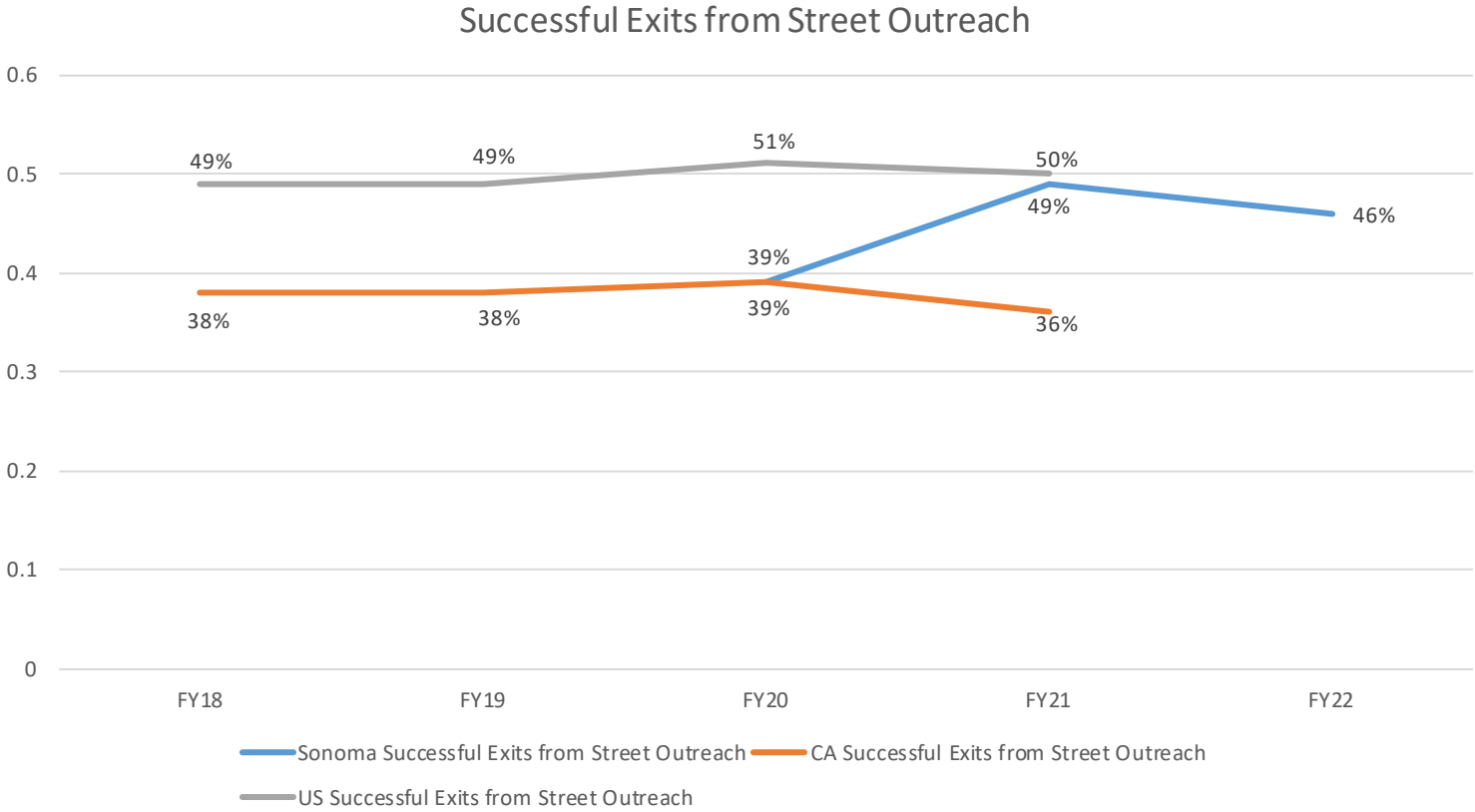
Change in the number of persons entering Shelters, Transitional Housing, and Permanent Housing projects with no prior enrollments in HMIS (First time homeless)

This measures the number of people entering the system for the first time in the last two years.



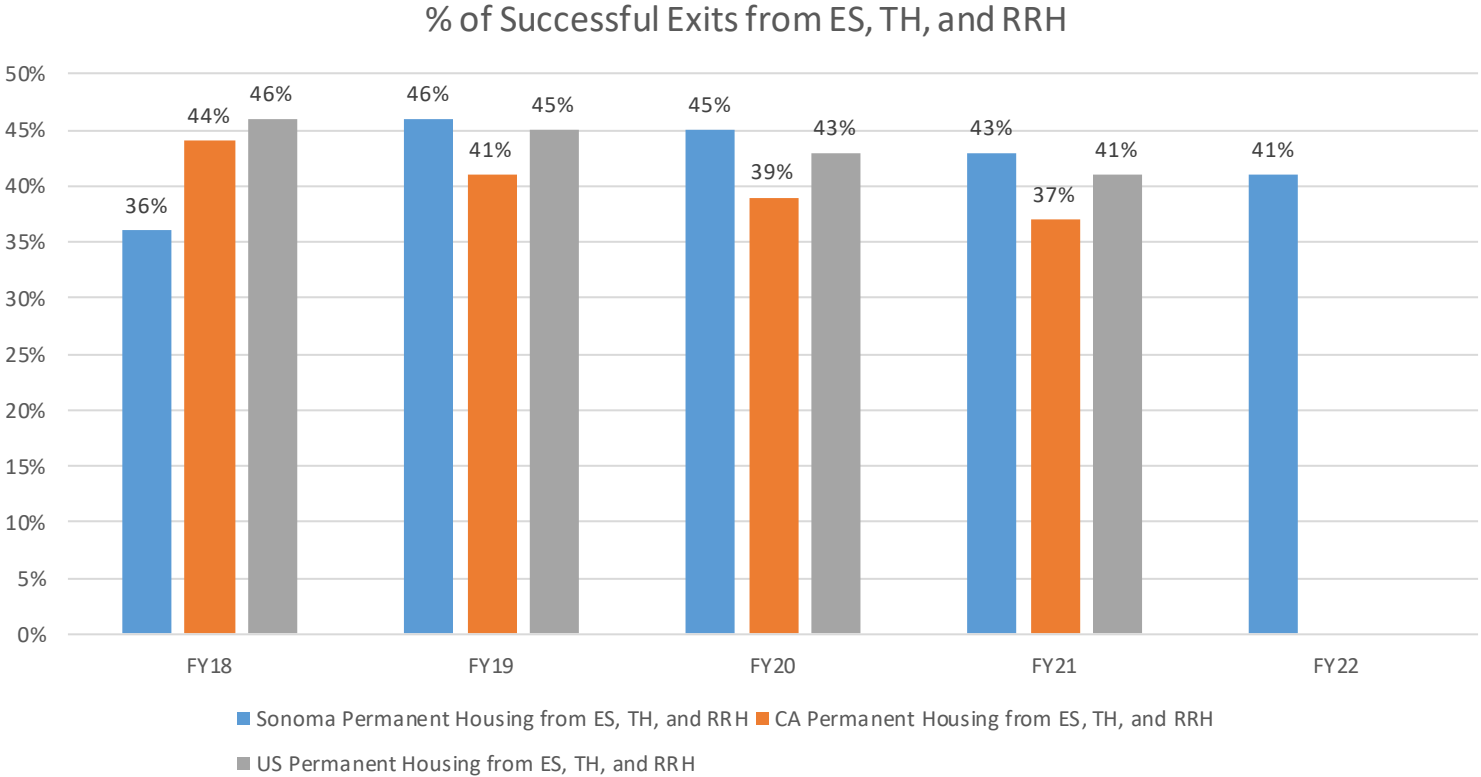
Change in Street Outreach exits to temporary destinations, some institutional destinations, and permanent housing destinations

Percentage of successful exits from Street Outreach projects



Change in Shelter, Transitional Housing, and Rapid Rehousing exits to permanent housing destinations

Percentage of exits to permanent housing destinations from Emergency Shelters, Transitional Housing, and Rapid Rehousing programs.



Exits to permanent housing destinations or retention of permanent housing

Percentage of clients that retained housing in a permanent housing project (excluding Rapid Rehousing) or exited the project to a permanent housing destination.

% Retaining Housing or Exiting to Housing

