Point-in-Time Count Planning for Communities

December 16, 2021

Webinar Information

- All participants lines are muted.
- Use the questions feature in the GoToWebinar control panel to submit questions.
- This webinar will be posted to COHHIO’s website.
- This webinar is being recorded.
Purpose of this Webinar

Discuss planning, process, and tools for local Point-in-Time (PIT) Counts

Provide information and updates relevant to the 2022 PIT Count
Agenda

- Purpose of Point-in-Time Count
- Counting Us App
- Survey Tools
- PIT Planning Components
- Volunteer Training & Safety
- Timeline
- Questions
Purpose of Point-in-Time Count

• Meet HUD and Ohio BoSCoC requirements
• Use data to improve service delivery
• Use data to provide guidance for development
• Use data in applications for federal and local grants
• Assist with resource allocation
• Conduct Community Outreach and identify areas of need

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2022 PIT Count Collection App

All Ohio BoSCoC communities MUST use the free data collection app or web application “Counting Us”. Specifically, those who need to enter data in the app would be:

• Those required to do Unsheltered Count
  • Non-HMIS participating Shelters

Important Points:
- Please do not buy any new equipment
- No need to hand your device to anyone you’re surveying
- Download the app now!
- The areas that will be required to be canvassed for the unsheltered count are very specific and detailed down to census tracts
- Ohio BoS staff will reach out directly to county contacts in the areas required to do an unsheltered PIT Count with more details and maps
- We very strongly encourage providers to use the Counting Us App for all data entry
- If for whatever reason you must use paper forms, be sure to collect exact addresses of where the person is staying
2022 PIT Count App: Getting Started

1. Download and Access Counting Us for data entry:
   - Web Version - https://counting.us/
   - iPhone & Android app downloaded from your app store
     Search for “Counting Us”

2. Register yourself and create account by clicking:
   
   ![Register Button]

   Enter your name, email, cell phone number, create a password, and hit
   
   ![Submit Registration Button]

3. You are now ready to login
   
   ![Login Button]

2022 PIT Count App: Forgot Login

![Login and Register Buttons]

Enter your email address here

![Submit Button]
2022 PIT Count App: Getting Started

Change Count

Join New Count

Join a Count

Enter the Setup Key provided by your regional count administrator.

OHBoS2022

Joint Count

Setup Key: OHBoS2022
Scenario #1:
• You are an enumerator in a designated/required area
• The PIT Count Lead directs you to go do outreach between 3rd Street and High Street
• While out, you encounter:

Pete Pointintime
• Sleeping in park
• 40 year old male (11/7/79)
• Experienced homelessness before
• History of drug & alcohol abuse

Holly Housingcount
• Sleeping in park
• 40 year old female (10/30/79)
• Experienced homelessness before
• History of mental health

Scenario #2:
• You are a data administer at Safety Promise Shelter
• Safety Promise Shelter is non-HMIS Participating
• You have a the following client that needs counted:

Carrie Continuum
• Safety Promise Shelter
• 55 year old female (11/12/64)
• Experienced homelessness before
• Has a physical disability
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Service-Based Count Form

- Returning for the 2022 count
- Not required
- Providers can voluntarily organize one
- However, communities must contact COHHIO of intent to hold service-based count by January 4th

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PIT Count Overview

Identify PIT Coordinating Committee Members
• HIC/PIT County Contact
• Homeless Adult, Youth, or Veteran
• Domestic Violence Survivor
• Volunteers from Homeless Service Providers
• Outreach Team Members
• Mental Health Providers
• Police

Identify possible sources for incentives to give those experiencing homelessness:
• Restaurants
• Walmart/Target/Kmart
• Convenience Shops
• Churches
• Shelters

If incentives are secured...
• Make note of the donation
• Make someone responsible for obtaining them
• Procure incentives before the Count
• Identify places for volunteers to access them
Develop Volunteer Recruitment & Deployment Plan

Designate

• Command Center
  Where do the volunteers train?

• Staging Area
  Where do the volunteers meet?

• Communication Plan
  Who will answer what questions?
  Where do you send people that need immediate assistance?

PIT Count Overview

Sheltered Count:

• Emergency Shelter
• Transitional Housing
• Persons residing in hotels/motels (paid for by public or private organizations for purposes of providing emergency shelter)
• Extreme weather shelters/cold shelters

There is a Sheltered Count for HMIS Participating and Non-HMIS Participating providers
PIT Count Overview

Unsheltered Count:

All persons who, on the night of the count, are living in a place not designed for or ordinarily used as a regular sleeping accommodation for human beings. This includes persons staying in cars, encampments, or abandoned buildings, etc.

*AND must be located in a designated high or low census tract

Street Count

Sending enumerators to specified locations to interview individuals/households sleeping in a place not meant for human habitation:
- These locations will be very specific U.S. Census tracts
- No unsheltered surveys area outside of the specific census tracts area's will be included in the PIT count
Geographic Based Sampling Approach

Full Census Count
If sampling is done accurately, both these methods can produce accurate estimates of people experiencing unsheltered homelessness.

Sampling

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Volunteer Training

• Create training
• Publicize training dates for volunteers
• Send emails, texts, etc. to get info to volunteers
  • Express the need to attend
  • How they can attend
  • Time commitment involved
• Conduct training
  • Document training attendance

Volunteer Training - Street Count

• Build rapport (make eye contact, be welcoming, etc)
• If they are sitting, kneel or sit at their level
• Do not shine light in their face
• Be cognizant of body language
  • Avoid crossing arms
  • Leaning back
  • Frowning
• Be respectful
• Social distance (stay 6ft apart)
• Wear PPE yourself, and offer to anyone being counted (if able)
Volunteer Training

How to Ask Questions

• Try to start conversation casually, not scripted.
• For unsheltered, please remember:
  • When encountering unsheltered homeless on the night of the PIT Count, always offer them a shelter bed or stay in a hotel/motel, if available
  • Collect detailed contact information so that you can follow up and offer housing assistance where person is eligible and desires assistance
  • Any time unsheltered families with children are encountered, you MUST offer shelter, if available
• Ensure that volunteers are comfortable asking questions and know why they are asking survey questions

Volunteer Training – General Safety

• Stay with assigned team in assigned area
• Carry a cell phone
• Dress warm and comfortably
• Follow traffic laws
• Trust your instincts
• Don’t enter abandoned buildings (unless instructed otherwise)
• Leave a situation if you and your team are not comfortable
  • If person becomes hostile or threatened, apologize and leave
  • Record in Unsheltered Observation Form
• Announce yourselves when approaching
Volunteer Training – COVID Safety

- Staff and volunteers are strongly encouraged to get vaccinated prior to the PIT night
- Stay at home if you are experiencing symptoms of COVID-19
  - If possible, get tested for COVID-19 prior to participating in the count
- Ask all volunteers to bring masks and wear them during any PIT count activities
  - Agencies should provide extra masks if able to do so
    - Work with local health department to assist in coordinating a safe count
- Practice 6ft social distancing at all times
  - Small count teams (two or three volunteers per team)
  - Keep 6ft away from anyone being interviewed on the night of the count

What the CoC is doing to help ensure a safe count:

- Mobile app
- Sampling approach
- Available to provide technical assistance

Volunteer Training – COVID Safety

- Attempt to recruit volunteers who are not at high risk of contracting COVID-19
  - If this is not possible, try to delegate low-risk tasks
  - Work with colleges and universities to recruit volunteers
- Utilize service-based count in days following the PIT night if homeless services staff are the only enumerators
  - Notify COHHIO of intent to do service-based count
- Conduct all training remotely/virtually
  - If you need assistance with technology and setup, contact hannahbasting@cohhio.org
- Partner with local health department and health care providers
Volunteer Training – COVID Safety


Volunteer Training General Notes Ohio
BoSCoC 2022 Point-in-Time Street Count

Tuesday, January 25, 2022
8:00pm-6:00am

8:00 pm
Jan 25
overnight

No earlier than 8:00 pm!

6:00 am
Jan 26

No later than 6:00 am!
Post PIT Follow-Up

• Provide feedback to volunteers via:
  • Certificates
  • Thank you emails
  • Closing event
  • Or other
• Hold a virtual debriefing meeting with PIT Coordinators.
• Providers should also follow-up with newly identified persons experiencing homelessness.
• Once final PIT data is available, release to community stakeholders

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### 2022 Timeline
#### Sheltered PIT Count for HMIS Participating Projects

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 18, 2022</td>
<td>Check data quality for issues using Rme (Client Counts tab, and project-level DQ)</td>
</tr>
<tr>
<td>January 25 – January 26, 2022</td>
<td>Ensure data for this night is accurately reflected in HMIS</td>
</tr>
<tr>
<td>January 27, 2022 (after the PIT Count)</td>
<td>Again, check to make sure entry/exit dates have been entered for all clients using Rme (Client Counts tab, and project-level DQ)</td>
</tr>
<tr>
<td>February 11, 2022</td>
<td>COHHIO HMIS staff will pull reports for sheltered PIT data for January 25.</td>
</tr>
</tbody>
</table>

### 2022 Timeline
#### Sheltered PIT Count for Non-HMIS Participating Projects

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 1, 2021 - January 24, 2022</td>
<td>Providers download Counting Us app, and participate in any training and technical assistance regarding use of app</td>
</tr>
<tr>
<td>January 25 – 26, 2022</td>
<td>Providers collect information on every client who stayed in their program on the night of January 25, and enter into Counting Us app</td>
</tr>
</tbody>
</table>
### 2022 Timeline
Unsheltered PIT Count

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 10, 2021</td>
<td>Known Locations surveys submitted in Counting Us app</td>
</tr>
<tr>
<td>December 16, 2021</td>
<td>Map of high/low probability census tracts made available</td>
</tr>
<tr>
<td>December 1, 2021 - January 24, 2022</td>
<td>Select communities organize PIT Count, download Counting Us app, and participate in any additional training and technical assistance regarding use of app.</td>
</tr>
<tr>
<td>January 12, 2022</td>
<td>Service-Based Count Training</td>
</tr>
<tr>
<td>January 19, 2022</td>
<td>Open Office Hours</td>
</tr>
<tr>
<td>January 25, 2022 - January 26, 2022</td>
<td>Select communities conduct Street Count.</td>
</tr>
<tr>
<td>January 26, 2022 – February 1, 2022</td>
<td>Communities wishing to conduct service-based count (and who have notified COHHIO in advance) collect data on those experiencing unsheltered homelessness on the night of 1/25/22, and who slept in a high/low probability census tract</td>
</tr>
</tbody>
</table>
Questions?

Thank you!