



**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)  
Finance & Data Committee Meeting Agenda**

May 23, 2023, 9:00am

**Committee members must participate in person (except for just cause reasons approved by the HSOC):**

Room 356, County of San Luis Obispo Department of Social Services,  
3433 South Higuera St, San Luis Obispo, CA 93401

Members (those with just cause reasons approved by the HSOC staff) and the public may participate by Zoom video call:

<https://us06web.zoom.us/j/83524861451?pwd=TTN2dVBZbm16dTYySEFmRjRPSlJsdz09>

Or dial in:

+1 16694449171

Meeting ID: 835 2486 1451

Passcode: 603681

1. Call to Order and Introductions
2. Public Comment
3. Consent: Approval of Minutes
4. Action/Information/Discussion
  - 4.1. Implementing Five-Year Plan Line of Effort 3 – Improve and Expand Data Management Efforts Through HMIS and Coordinated Entry System to Strengthen Data-Driven Operational Guidance and Strategic Oversight
    - 4.1.1. Discussion Item: Homeless Management Information System (HMIS)



- 4.1.1.1. Discussion Item: HMIS System Administrators Monthly Call
- 4.1.1.2. Discussion Item: Data Quality
- 4.1.2. Discussion Item: Methodology for Unsheltered Point-in-Time (PIT) Count 2024
- 4.1.3. Discussion Item: Point-in-Time (PIT) Count and Housing Inventory Count (HIC) Data
- 4.1.4. Discussion Item: Homeless Housing, Assistance and Prevention Program Round 3 (HHAP 3) Outcome Data
- 4.2. Implementing Five-Year Plan Line of Effort 4 – Create, Identify, and Streamline Funding and Resources
  - 4.2.1. Discussion Item: U.S. Department of Housing and Urban Development (HUD) Continuum of Care Grant
- 5. Future Discussion/Report Items
- 6. Next Regular Meeting: June 27, 2023, at 9am
- 7. Adjournment

The full agenda packet for this meeting is available on the SLO County HSOC web page:

[https://www.slocounty.ca.gov/Departments/Social-Services/Homeless-Services/Homeless-Services-Oversight-Council-\(HSOC\).aspx](https://www.slocounty.ca.gov/Departments/Social-Services/Homeless-Services/Homeless-Services-Oversight-Council-(HSOC).aspx)

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)  
FINANCE AND DATA COMMITTEE MEETING MINUTES**

**Date**

April 25, 2023

**Time**

9:00-10:30 am

**Location**

Room 356, Dept of Social Services, 3433 S Higuera St., San Luis Obispo

**Members Present**

Bill Crewe  
Carrie Collins  
Janna Nichols  
Lauryn Searles  
Mark Lamore  
Sstoz Tes

**Members Absent**

Brandy Graham  
Jessica Thomas  
Kate Swarthout  
Mimi Rodriguez  
Shay Stewart

**Staff and Guests**

Christy Nichols  
Daisy Wiberg  
Elaine Archer  
Erica Jaramillo  
George Solis  
Glenn Silloway  
Kari Howell  
Kate Bourne  
Kristin Ventresca

Laurel Weir  
Merlie Livermore  
Russ Francis  
Staci Dewitt  
Suzie Freeman  
Timothy Siler

### **1. Call to Order and Introductions**

Mark called the meeting to order at 09:01 am.

### **2. Public Comment**

Janna shared that California Housing and Community Development Director Gustavo Velasquez toured Cabins for Change.

### **3. Consent: Approval of Minutes**

Tabled. Not enough members for quorum.

### **4. Action/Information/Discussion**

#### **4.1 Implementing Five-Year Plan Line of Effort 3 – Improve and Expand Data Management Efforts Through HMIS and Coordinated Entry System to Strengthen Data-Driven Operational Guidance and Strategic Oversight**

##### **4.1.1 Discussion Item: Homeless Management Information System (HMIS)**

###### **4.1.1.1 Discussion Item: Introduction of New HMIS Program Manager**

Kristin introduced Kari Howell as the new HMIS (Homeless Management Information System) Program Manager for the County's Homeless Services Division.

###### **4.1.1.2 HMIS New User Access**

Kate shared that new HMIS users onboarding process will be done through Microsoft Forms. She also mentioned that after the training, users must pass a skills quiz before getting HMIS access. There will be live remote Bell Data training the following day for new users, which can also serve as refresher training in registering new clients.

###### **4.1.1.3 Discussion Item: HMIS System Administrators Monthly Call**

Kate shared that there is an update to US Department of Housing and Urban Development (HUD) data standards, which now includes demographic data

including gender, race, and ethnicity. HUD has extended the date of the new standards rollout to October 1. Vendors have received documentation from HUD to start mapping new standards into their systems. Training is set to start in September to allow updated data standards to be incorporated into their systems.

#### **4.1.1.4 Discussion Item: Data Quality**

Kate reported that now that the data unit is fully staffed, the department can now run a monthly review and reporting of missing data.

### **4.2 Implementing Five-Year Plan Line of Effort 4 – Create, Identify, and Streamline Funding and Resources**

#### **4.2.1 Discussion Item: Development of Universal Scoring Rubric Elements for Homeless Assistance Grants Reviewed by the HSOC**

After Laurel provided some background information regarding the threshold requirements and scoring rubrics for grants review, the committee members suggested the following components clarifications: need to define “financial audit” especially in a non-profit setting; include more detail on what is meant on financial capacity in threshold review; provide definitions of acronyms used so public will understand what they are. Mark suggested this topic be brought back to the next meeting for feedback, recommendations, and approval.

#### **4.2.2 Discussion Item: U.S. Department of Housing and Urban Development (HUD) Continuum of Care Grant**

Laurel shared that the Request for Proposals for the annual HUD CoC (Continuum of Care) Grant is likely to come out in May or June of this year. There will be information on what funding is available and the eligible activities for the grant. The grant application process will include a HUD application (eSNAPS) coupled with a supplemental County application.

##### **4.2.2.1 Discussion Item: Systems Performance Measures**

Kate shared that these measures were submitted back in January. (See packet attachment: Summary Report for CA-614-San Luis Obispo County CoC-FY2022 System Performance Measures)

### **4.3 Discussion Item: Update on HHIP (Homeless and Housing Incentive Program) Funding Allocations and Reporting Measures**

Christy Nichols of CenCal Health presented an overview of the San Luis Obispo County HHIP allocation. \$972,019 of the total funding (\$1,239,268) was allocated to three priority areas, namely: partnerships and capacity to support referrals for services; infrastructure to coordinate and meet member housing needs; and delivery of services and member engagement. The remaining balance of \$267,249 is still pending to be allocated to two of the mentioned priority areas.

#### **4.4 Discussion Item: Homeless Housing, Assistance and Prevention Program Round 3 (HHAP 3) Outcome Data**

Laurel reported on the HHAP 3 matrix using HMIS information to measure performance data. A part of the discussion was on whether data on HMIS system reflects the data on individuals and families who exited to permanent housing. Elaine reiterated the importance of how the committee works together with other agencies in placing unhoused people in housing resources that currently exist and how to continue tracking the services they receive.

#### **5. Future Discussion/Report Items**

Grants Scoring Rubric and Threshold Review  
Street Outreach Closure

#### **6. Next Regular Meeting**

May 23, 2023, at 9am, in person

#### **7. Adjournment**

Mark adjourned the meeting at 10:32 am.



**HOMELESS SERVICES DIVISION**  
**HIC/PIT SUMMARY 2023**

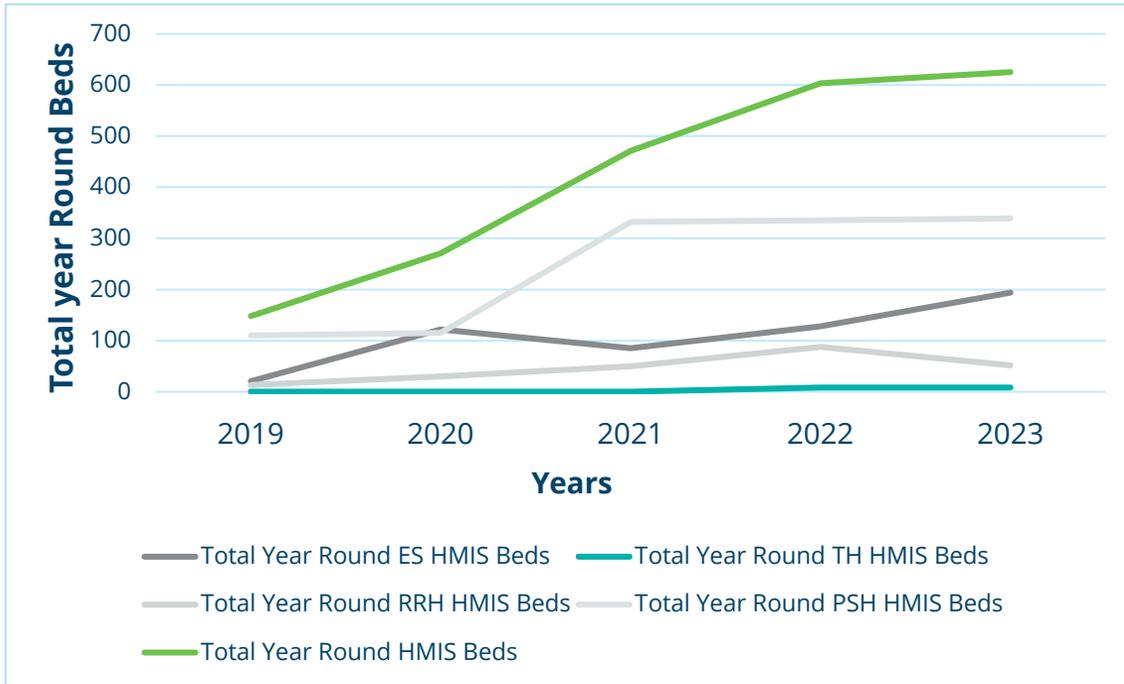
May 23, 2023

# AGENDA

- **HIC (Housing-Inventory-Count) Summary 2023**  
Date of inventory count: 1/24/2023  
Total organizations: 11
- **PIT (Point-in-time) Count 2023**  
Sheltered Populations on date of county: 1/24/2023
- **Discussion**
- **Best Practices Moving Forward**



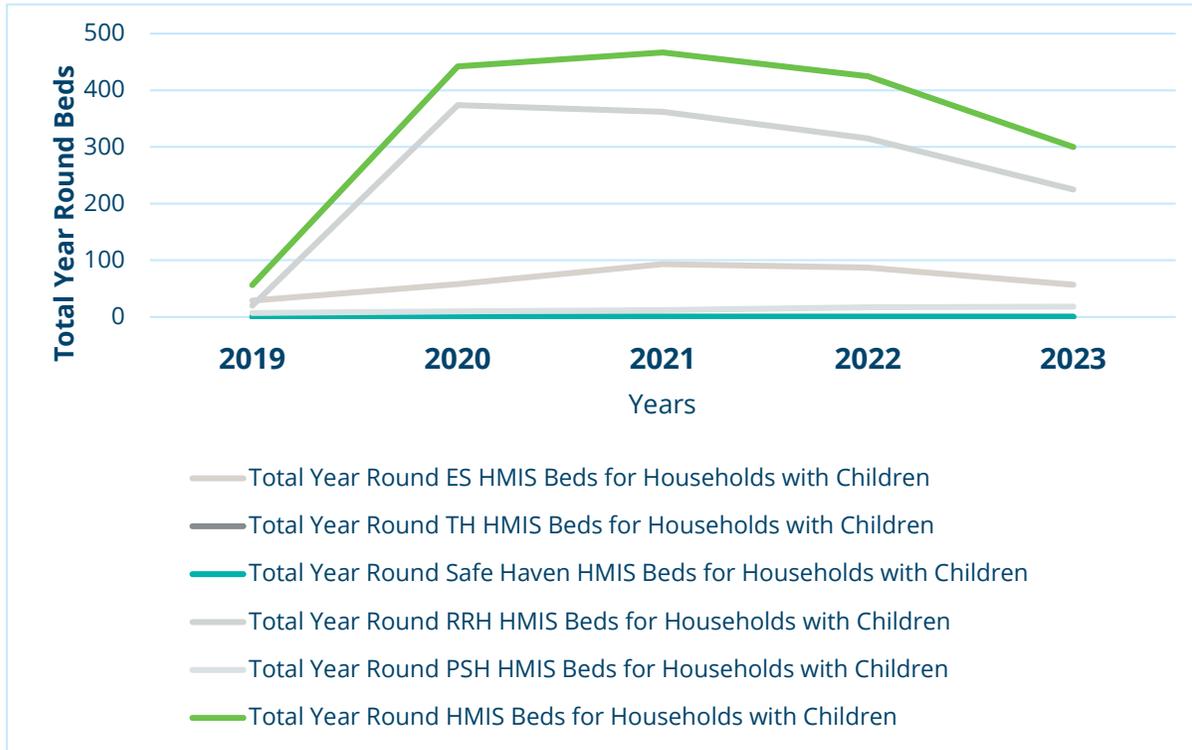
# Total Year Round Beds for Households without Children 2019-2023



	2023	2022	2021
Total Year Round ES HMIS Beds	194	128	85
Total Year Round TH HMIS Beds	8	8	0
Total Year Round RRH HMIS Beds	52	88	50
Total Year Round PSH HMIS Beds	339	335	332
<b>Total Year Round HMIS Beds</b>	<b>625</b>	<b>603</b>	<b>471</b>



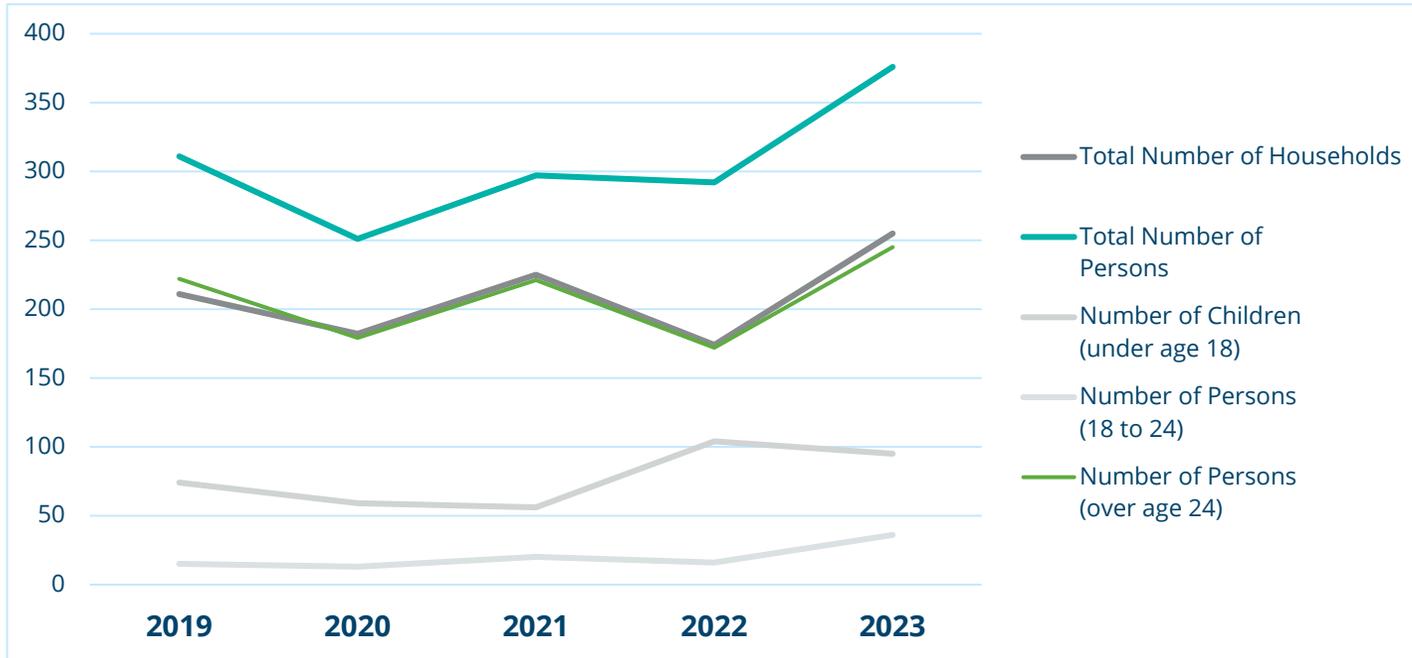
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# PIT Count 2023: Total Households and Persons

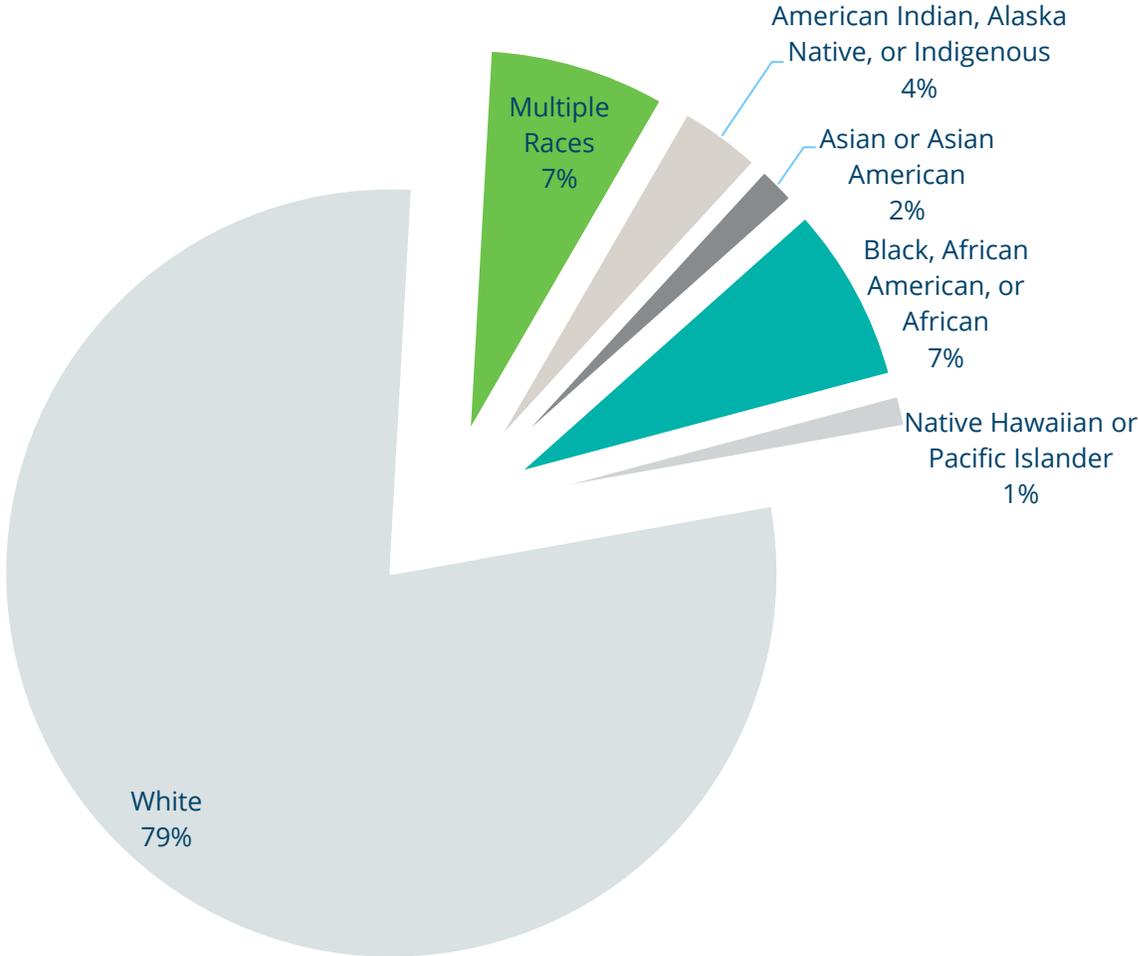


	2023	2022	2021
Households	255	174	225
Total Persons	376	292	297
Children (under age 18)	95	104	56
Youth (18 to 24)	36	16	20
Adults (over age 24)	245	172	221



# Racial Demographics, 2023

Agenda Item 4.1.3

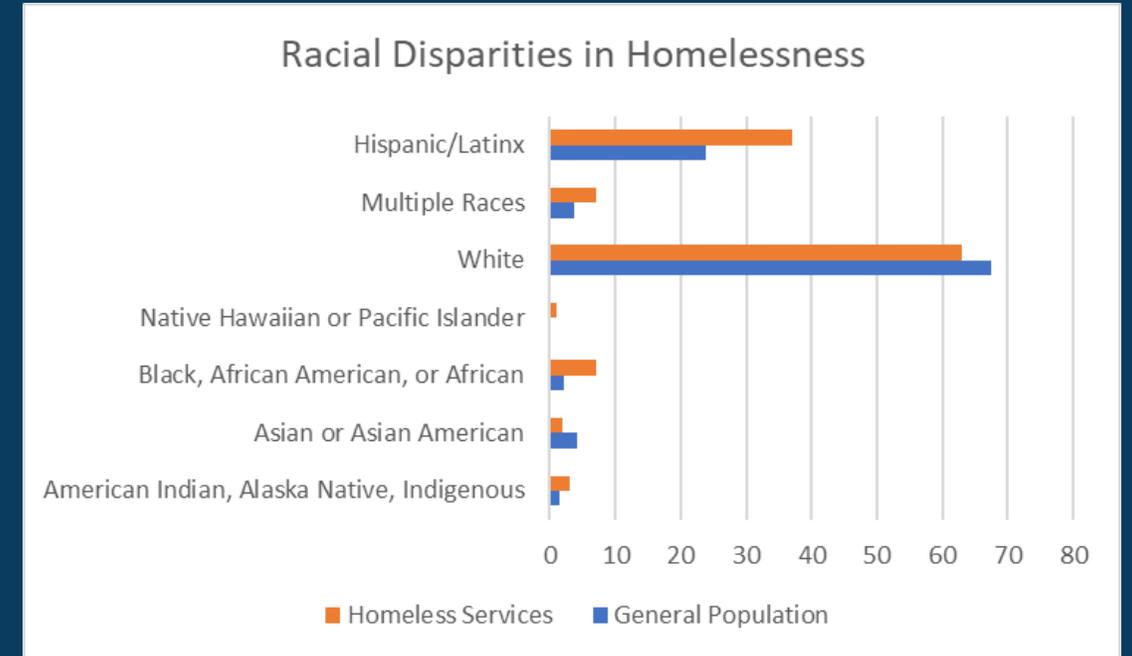


Ethnicity	Total	Percentage
Non-Hispanic/Non-Latin(a)(o)(x)	238	63%
Hispanic/Latin(a)(o)(x)	138	37%



# Discussion

- County of SLO population breakdown comparison alongside 2023 PIT Count
- Changes in Data Standards



American Community Survey, 2022



# Best Practices Moving Forward

<b>RECOMMENDATION</b>	Electronic HIC
<b>RECOMMENDATION</b>	Electronic PIT Surveys
<b>RECOMMENDATION</b>	Data Quality /HMIS User Training

