



**San Luis Obispo
Countywide 10 Year
Plan to End
Homelessness**

*We envision a future
in which the housing
and comprehensive
services necessary to
remain housed are
available for all,
affording everyone
maximum self-
sufficiency, and the
opportunity to be
productive and
participating
members of our
community*

HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)

Meeting Agenda

January 15, 2020, 1 p.m.

Family Care Network

1255 Kendall Road

San Luis Obispo, CA

1. Call to Order and Introductions
2. Public Comment
3. Consent: Approval of Minutes
4. Action/Information/Discussion
 - 4.1 Discussion Item: California Emergency Solutions Grant Continuum of Care Allocation
 - 4.1.1 Action Item: Vote to a) recommend and authorize the County of San Luis Obispo as the Administrative Entity for the Continuum of Care Allocation of Emergency Solutions Grant (ESG) funds from the State of California in 2020 and 2021 and b) authorize the HSOC Chair, Vice Chair, or other HSOC officer to sign an authorizing letter and certifications on behalf of the HSOC
 - 4.2 Discussion Item: HSOC Membership and Officers
 - 4.2.1 Action Item: Vote to amend the membership section of the HSOC Bylaws to (a) increase the number of seats from 27 to 35, (b) change the categories of seats and allow for more than one member from certain categories, and (c) eliminate term limits
 - 4.2.2 Action Item - Vote to elect HSOC Executive Committee members for Calendar Year 2020
 - 4.3 Discussion Item: Homeless Housing, Assistance, and Prevention Program (HHAP)

4.3.1 Action Item: Authorize the HSOC Chair, Vice Chair or other HSOC officer to sign a letter of support and commitment for the County of San Luis Obispo's application for HHAP funding.

4.4 Discussion Item: Homeless Point in Time Count

4.4.1 Action Item: Vote to approve January 27, 2020 as the date for the 2020 Sheltered Homeless Point in Time Count

4.4.2 Action Item: Vote to 1) use a census methodology for the 2021 Homeless Point in Time Count unsheltered count, combined with a sampling methodology for obtaining demographic and survey information; and 2) to use a contractor to plan and carry out the count in accordance with this methodology

5. Committee Reports

6. Future Discussion/Report Items:

7. Next Meeting Date: March 18, 2020

8. Adjournment

HOMELESS SERVICES OVERSIGHT COUNCIL

HSOC Meeting

December 18, 2019 1:00 p.m.

Family Care Network

1255 Kendall Rd.

San Luis Obispo, CA

MEMBERS PRESENT	MEMBERS ABSENT	STAFF & GUESTS		
Paul Worsham Kristen Barneich Mariam Shah Adam Hill Amelia Grover Jeff Smith alt. for Deanna Cantrell Tim Waag Joe Madsen Caroline Hall Shay Stewart Marlys McPherson Kristen Richards alt. for Jessica Thomas Carlyn Christianson Grace McIntosh Susan Funk Janna Nichols Marianne Kennedy Rick Gulino	Steve Martin Anne Robin Theresa Scott Devin Drake	Laurel Weir Jessica Lorance Bill Crewe Ann Gillespie Wendy Lewis Nicole Nix Jeff Al-Mashat Larissa Heeren Toby Depew Tony Navarro Brandy Graham Caroline Ambrose Wade Horton Joe Thompson Elaine Mansoor Sue Warren Lisa Howe Jeff Wilshusen		
AGENDA ITEM			CONCLUSIONS/ACTIONS	FOLLOW UP
1. Call to Order and Introductions	Kristen Barneich called the meeting to order at 1:00 PM. Introductions were made.			

2. Public Comment	NA		
3. Consent: Approval of Minutes	Janna made a motion to approve the minutes from the previous meeting, seconded by Carlyn. All were in favor		
ACTION/INFORMATION/DISCUSSION,			
<p>4.1 Discussion Item: 2020 Action Plan Grants - Emergency Solutions Grant/Community Development Block Grant/County General Fund grant</p> <p>4.1.1 Action Item: Recommend allocation of County Community Development Block Grant (\$109,099), Emergency Solutions Grant (\$151,000), and County General Fund Support (\$253,000) funds for countywide homeless services programs</p>	<p>Laurel shared with the group that the 2020 Action Plan Grants - Emergency Solutions Grant/Community Development Block Grant/County General Fund grants are awarded annually. Tony shared with the group more detailed information about the grants. Community Development Block Grant funding can allocate 15% of total funds toward public services. There have been guidances given from the Board of Supervisors to prioritize what services the funding should go to. The Board prioritized homelessness, affordable housing and infrastructure. There will be a public review and comment period prior to funding being distributed. There are also funds available for rapid rehousing and homeless prevention. A draft recommendation will be released soon. These are entitlement grants. Tony shared the information about previous years</p>	<p>Mariam made a motion to recommend allocation of County Community Development Block Grant (\$109,099), Emergency Solutions Grant (\$151,000), and County General Fund Support (\$253,000) funds for countywide homeless services programs, seconded by Shay. All were in favor. Janna, Rick, Grace and Caroline abstained.</p>	

	<p>funding. Additional information can be found in the meeting agenda packet for December 2019.</p> <p>The Home grant is only available for affordable housing, building of or acquisition. Laurel shared with the group that the PLHA funding may also be part of this process in future rounds.</p> <p>The requests for funding from our area has increased from previous years. For data about the funding requests please see the attachments found in the meeting agenda packet for December 2019. Laurel explained to the group that PLHA funding may be able to support some of the projects that may not be funded with the currently available grant funds, depending on how the PLHA funds are prioritized.</p> <p>Laurel provided an overview of the eligibility criteria for the grants. Laurel explained that there were many unsheltered homeless people in our area relative to our size in comparison to other communities. This high rate of unsheltered homelessness was a factor in proposing to prioritize</p>		
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<p>competition to a) bring Homeless Emergency Aid Program (HEAP)-funded projects to completion; b) shelter and case management projects on the North Coast; and c) projects that fill other critical gaps in the homeless services system</p>	<p>Committee recommended providing preferences in the local HHAP competition to a) bring Homeless Emergency Aid Program (HEAP)-funded projects to completion; b) shelter and case management projects on the North Coast; and c) projects that fill other critical gaps in the homeless services system.</p> <p>The group discussed the importance of effectively using the grant funding as it comes into our area. There are chronically homeless found in the city and hid out in the overpass areas and not seen out to where they can be seen. The group discussed what completion of projects means. The timeline is that applications are due in February. It is expected that we will know within 60 days of submission. The deadline to use the funding/obligate the funding is a longer time frame than the HEAP funding, around December 21, 2023. Local RFP out in April and due in June of 2020.</p> <p>Laurel explained that a portion of the HHAP grant can be used for the</p>	<p>Mariam made a motion to provide preference in the local HHAP competition to a) bring Homeless Emergency Aid Program (HEAP)-funded projects to completion; b) shelter and case management projects on the North Coast; and c) projects that fill other critical gaps in the homeless services system, seconded by Susan. All were in favor. Janna abstained.</p>	
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<p>4.3 Discussion Item: Homeless Veterans</p> <p>4.3.1 Action Item: Vote to authorize the HSOC Chair to sign a letter of support for the Community Action Partnership of San Luis Obispo's and the 5Cities Homeless Coalition/Good Samaritan Shelter's application for Supportive Services for Veteran Families grants from the U.S. Department of Veterans Affairs</p> <p>4.3.2 Discussion Item: Veterans Collaborative Discussion on Homeless Veterans and Next Steps</p>	<p>Governors 100-day challenge. Communities can choose when to start that and what the goals would be for that challenge.</p> <p>Laurel shared with the group that HSOC is being asked to support the application for Supportive Services for Veteran Families grants from the U.S. Department of Veterans Affairs. Brandy shared with the group that our area master list for homeless veterans is down to 40 which has been the lowest amount that have been on the list so far. The group discussed the significant differences that these programs have made in our area. 64 days is the average length of time homeless for veterans.</p> <p>Paul Worsham provided a summary of the veteran's collaborative panel discussion that occurred this month. There were presentations from a number of groups who work with homeless veterans. Paul expressed that the panel did a good job of explaining and educating the public at the veterans collaborative meeting about what is going on to support the</p>	<p>Paul made a motion to authorize the HSOC Vice Chair to sign a letter of support for the Community Action Partnership of San Luis Obispo's and the 5Cities Homeless Coalition/Good Samaritan Shelter's application for Supportive Services for Veteran Families grants from the U.S. Department of Veterans Affairs, seconded by Carlyn. All were in favor. Grace and Janna abstained.</p>	
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<p>4.4 Discussion Item: Blue Bag Pilot Partnership Presentation</p>	<p>homeless veterans.</p> <p>Paul indicated it would be helpful to have more data, including data from outreach in our area as well as HMIS. Laurel explained that SSVF does input information into HMIS. Technical assistance advisors from HUD have been helping with the transition of data from the Veterans Affairs office into HMIS. This work is in progress. The group discussed gaps in the services for veterans. The veteran's group will connect with Homeless Service staff to set up a plan.</p> <p>Ann Gillespie provided an overview of the Blue Bag Pilot Program and the results of that program. The Blue Bag Pilot Program was a collaborative effort led by County Public Works in partnership with other county, city, and state agencies, advocates and service providers to support trash pickup and clean up from a local homeless encampment. The program provided trash pickup as well as sharps pick up from one encampment over a 4-week period. Bags and sharps containers were provided to residents of the encampment, who were critical partners and were</p>		
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<p>4.5 HSOC Membership</p> <p>4.5.1 Action Item: Vote to amend the</p>	<p>responsible for bagging the trash and bringing it to a dumpster that was provided. Trash was measured by weight in order to gauge the effectiveness of the pilot.</p> <p>The encampment residents picked up approximately 6 tons of trash and placed approximately 250 sharps in on site sharps and turned in 1000 sharps at an off-site collection site. Post-pilot interviews with encampment residents found that residents reported taking pride in being able to give back to the community by cleaning up the area.</p> <p>A copy of the Blue Bag Pilot presentation was given to the Board of Supervisors at the December 10, 2019 Board meeting. For a copy of the presentation please refer to the Board of Supervisors meeting agenda and minutes. The group discussed how to expand this trash pickup program. The group also discussed the human waste issues around waterways.</p> <p>Laurel explained to the group that there has been discussion in the past about the loss of expertise regarding</p>	<p>Janna made a motion to amend the membership section of the HSOC Bylaws</p>	
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<p>membership section of the HSOC Bylaws to (a) increase the number of seats from 27 to 35, (b) change the categories of seats and allow for more than one member from certain categories, and (c) eliminate term limits</p>	<p>membership on the HSOC due to term limits on the number of consecutive terms that may be served. Due to the limited number of seats there are agencies and organizations that are not on the HSOC that may want to or should be. The HSOC Executive Committee has made a motion to recommend the HSOC amend the membership section of the bylaws. The group discussed amending the HSOC bylaws to increase the number of seats on the HSOC from 27 to 35, change the categories of seats and allow for more than one member from certain categories, and to eliminate term limits.</p>	<p>to (a) increase the number of seats from 27 to 35, (b) change the categories of seats and allow for more than one member from certain categories, and (c) eliminate term limits, seconded by Shay. All were in favor.</p>	
<p>4.5.2 Action Item: Vote to recommend the re-appointment of Anne Robin, Caroline Hall, Deanna Cantrell, and Janna Nichols to the Homeless Services Oversight Council, the new appointment of Joe Thompson to replace Rick Gulino, the new appointment of Mark Lamore to fill the seat previously held by Joe Madsen and recommend reappointment of Marianne Kennedy if the HSOC votes to eliminate term limits on member appointments.</p>	<p>Laurel shared with the group that the Ad Hoc nominating committee met and recommended the re-appointment of Anne Robin, Caroline Hall, Deanna Cantrell, and Janna Nichols to the Homeless Services Oversight Council, the new appointment of Joe Thompson to replace Rick Gulino, the new appointment of Mark Lamore to fill the seat previously held by Joe Madsen and recommend reappointment of Marianne Kennedy</p>	<p>Shay made a motion to recommend the re-appointment of Anne Robin, Caroline Hall, Deanna Cantrell, and Janna Nichols to the Homeless Services Oversight Council, the new appointment of Joe Thompson to replace Rick Gulino, the new</p>	

4. Committee Reports	<p>Homeless Services Coordinating Committee: Has not met since the last meeting. Will meet again in January.</p> <p>Executive Committee: Discussed the Governor's 100 day challenge and state grants</p> <p>Housing Committee: Discussed tiny homes</p> <p>Finance and Data Committee: Next meeting is scheduled for January 6 at 10:30 am at DSS; preparing for the PIT Count 2021, working with HUD TA to look at Policies and Procedures and working on amending the privacy notice for HMIS.</p>		
5. Future Discussion/Report Items	NA		
6. Next Meeting Date:	January 15, 2020		
7. Adjournment	Mariam adjourned the meeting at 3:00pm		

HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
ACTION ITEM
January 15, 2020

AGENDA ITEM NUMBER: 4.1.1

ITEM: RECOMMEND AND AUTHORIZE THE COUNTY OF SAN LUIS OBISPO TO SERVE AS THE ADMINISTRATIVE ENTITY FOR THE CONTINUUM OF CARE ALLOCATION OF EMERGENCY SOLUTIONS GRANT FUNDS FROM THE STATE OF CALIFORNIA AND AUTHORIZE AN APPROVAL LETTER

ACTION REQUIRED:

Vote to a) recommend and authorize the County of San Luis Obispo as the Administrative Entity for the Continuum of Care Allocation of Emergency Solutions Grant (ESG) funds from the State of California in 2020 and 2021 and b) authorize the HSOC Chair, Vice Chair, or other HSOC officer to sign an authorizing letter and certifications on behalf of the HSOC.

SUMMARY NARRATIVE:

The State of California's Department of Housing and Community Development (HCD) has published a Solicitation of Interest for the 2020 Emergency Solutions Grant (ESG) Continuum of Care (COC) allocation. All Continuums of Care that intend to seek 2020 ESG allocations must submit a Response Form to HCD for these funds. HCD currently estimates the County is eligible for \$105,731. HCD has indicated this is a preliminary estimate based on the 2019 ESG allocation and is subject to change until Standard Agreements are finalized.

ESG funds may be used for the following activities (1) engage homeless individuals and families living on the street; (2) improve the number and quality of emergency shelters for homeless individuals and families; (3) help operate these shelters; (4) provide essential services to shelter residents; (5) rapidly re-house homeless individuals and families; and (6) prevent families/individuals from becoming homeless.

Submission of the Solicitation of Interest Response Forms is the first step in seeking funds. CoC's that submit Response Forms which are then approved by HCD will be eligible to apply for the 2020 ESG funds at a later date.

For the Response Forms, HCD has requested that the CoC designate an Administrative Entity (AE) to administer the ESG funds. To qualify as an AE, an entity must be a unit of general purpose local government that has administered ESG funds as a HUD entitlement during at least one of the past five years. The County of San Luis Obispo currently administers ESG funds as a HUD entitlement

community. The AE must be recommended by the CoC and the COC must provide an authorizing letter.

If HCD approves the County as the AE for the ESG, the approval will be valid for two years.

BUDGET/FINANCIAL IMPACT:

Approval of this item would allow the County to be eligible to apply for approximately \$105,731 in ESG funding in 2020 and for an amount of ESG funding that HCD will determine in 2021. This funding could be used to provide homeless assistance in the County.

STAFF COMMENTS:

Staff recommend that this item be adopted.

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
ACTION ITEM
January, 2020**

AGENDA ITEM NUMBER: 4.2.1

ITEM: Vote to amend the membership section of the HSOC Bylaws to (a) increase the number of seats from 27 to 35, (b) change the categories of seats and allow for more than one member from certain categories, and (c) eliminate term limits

ACTION REQUIRED: It is requested that the Homeless Services Oversight Council (HSOC) vote to amend the membership section of the HSOC Bylaws to (a) increase the number of seats from 27 to 35, (b) change the categories of seats and allow for more than one member from certain categories, and (c) eliminate term limits.

SUMMARY NARRATIVE:

Background

The Homeless Services Oversight Council (HSOC) was created by the San Luis Obispo County Board of Supervisors in June 2009 to serve as the San Luis Obispo County Continuum of Care oversight body for the federal McKinney-Vento Continuum of Care (COC) program funding in the county, in accordance with 24 C.F.R. Part 578.7.

Under 24 C.F.R. Part 578.3, the Continuum of Care is defined as the “group organized to carry out the responsibilities required under this part and that is composed of representatives of organizations, including nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons to the extent these groups are represented within the geographic area and are available to participate.” 24 C.F.R. Part 578.5 requires the Continuum of Care to “establish a board to act on behalf of the Continuum using the process established as a requirement by § 578.7(a)(3) and must comply with the conflict-of-interest requirements at § 578.95(b). The board must:

“(1) Be representative of the relevant organizations and of projects serving homeless subpopulations; and

“(2) Include at least one homeless or formerly homeless individual.”

There are 27 membership seats on the HSOC. Members are appointed to the HSOC by the County Board of Supervisors, with the exception of seven seats reserved for representatives from the seven incorporated cities in the County, which are appointed by the City Councils of each city.

The current Membership section of the Bylaws states:

Membership

Membership is provided as follows:

- County Board of Supervisors, 1 member
- City Council Members, 7 members, one from each municipality
- County Government Service Providers, 2 members, selected from Behavioral Health, Planning, Social Services, Veterans Services, Probation
- Non-profit Service Providers, 3 regional members
- Affordable Housing Developers, 2 members
- Local Businesses/Business Organizations, 1 member
- Law Enforcement, 1 member
- Local K-12 Academic Institution, 1 member
- Local Health Provider, 1 member
- Local Faith Community, 1 member
- Interested Community, 2 members, preferentially with homelessness experience
- Currently or Formally Homeless Person, 1 member
- Veterans Services Representative, 1 member
- Local University or School of Higher Education, 1 member
- Local Hospital, 1 member
- Victims’ Services Representative, 1 member

In an effort to broaden the base of support and increase collaborative participation, the HSOC will have no more than two voting representatives, staff or Board members, from an agency or organization.

With a 2/3 vote, after receiving a motion from the Executive Committee (See “Committees” on page 5), the Council will have the authority to modify the composition and size of its membership.

Ad Hoc Committee Review and Recommendation

An Ad Hoc Committee was created by the Executive Committee to review the HSOC Bylaws and recommend changes. The Ad Hoc Committee developed recommendations for changes to the Membership and Term Section of the Bylaws. The Committee proposed to amend the Membership and Term sections of the Bylaws to increase the number of seats to 35, modify the categories of seats, expand the number of seats in certain categories, and remove the restriction on the number of consecutive terms that certain categories of appointees may serve.

These recommendations were brought for initial discussion to the full HSOC on September 18, 2019. Commenters discussed whether there was a need for term limits in any categories and whether it was necessary to specify types of seats available or number of seats.

Executive Committee Motion

The HSOC Executive Committee met on October 16, 2019 and reviewed the recommendations. The Committee made a motion to the HSOC recommending that the HSOC amend its bylaws to modify the composition, and increase the size of its membership, and eliminate term limits.

HSOC First Vote

The HSOC voted on December 18, 2019 in favor of the recommended language. Per HSOC Bylaws, proposed changes to the Bylaws must be voted on twice by the full HSOC before the Bylaws may be amended.

Recommended Amendments

It is recommended that the Membership and Term sections of the HSOC Bylaws be repealed and replaced with the following language:

Membership

HSOC must be representative of the relevant organizations and of projects serving homeless subpopulations; and include at least one homeless or formerly homeless individual. All members of HSOC must reside in or be employed in San Luis Obispo County. All HSOC members shall demonstrate a professional interest in, or

personal commitment to addressing and alleviating the impact of homelessness on the people of San Luis Obispo County.

Membership on HSOC is limited to 35 seats. Membership must represent all subpopulations within the CoC to the extent that someone is available and willing to represent that subpopulation on the board. At a minimum, it is open to representatives of those sectors identified below and is open to organizations and individuals who support the CoC's mission. One board member may represent the interest of more than one homeless subpopulation, and HSOC will make an Invitation for new members to join publicly available annually.

The members shall consist of representatives from the following types of organizations:

- Elected Officials (1 County Supervisor and 1 elected City Councilperson from each of the seven incorporated cities)
- Minimum of 2 County Government Service Providers (e.g. Health, Planning, Social Services, Veterans Services, Probation)
- Minimum of 2 Currently or Formerly Homeless Persons
- Minimum of 2 Advocates
- Affordable Housing Developers
- Businesses
- Faith-Based Organizations
- Hospitals
- Minimum of 2 Public Safety Organizations
- Behavioral Health Agencies (including mental health and substance abuse focused agencies)
- Minimum of 2 Nonprofit Homeless Assistance Providers
- Organizations Serving Homeless Veterans
- Housing Authority
- County Office of Education
- Local School Districts
- Social Service Providers
- Victim Service Providers
- Other Community Organizations

In an effort to broaden the base of support and increase collaborative participation, the HSOC will have no more than two voting representatives, staff or Board members, from an agency or organization.

With a 2/3 vote, after receiving a motion from the Executive Committee, the Council will have the authority to modify the composition and size of its membership.

Term

The Term of appointment is three (3) years and shall begin on January 1st. There is no restriction on the number of terms a member may serve.

Staff Comments

Types of Seats

HUD regulations require that the CoC Board be composed of representatives of “the relevant organizations and of projects serving homeless subpopulations.” In addition, having representation or participation from certain subcategories affects the CoC’s competitiveness for HUD CoC funding. In the annual CoC application, HUD asks the CoC to indicate whether representatives from each of the following categories are voting members, participates in CoC Board meetings, or participates in Coordinated Entry:

1. Local Government Staff/Officials
2. CDBG/HOME/ESG Entitlement Jurisdiction
3. Law Enforcement
4. Local Jail
5. Hospitals
6. EMS/Crisis Response
7. Mental Health Service Organizations
8. Substance Abuse Service Organizations
9. Affordable Housing Developers
10. Disability Service Organizations
11. Disability Advocates
12. Public Housing Authorities
13. CoC Funded Youth Homeless Organizations
14. Non-CoC Funded Youth Homeless Organizations
15. Youth Advocates
16. School Administrators/Homeless Liaisons
17. CoC Funded Victim Services Providers
18. Non-CoC Funded Victim Service Providers
19. Domestic Violence Advocates
20. Street Outreach Team(s)
21. Lesbian, Gay Bisexual, Transgender (LGBT) Advocates
22. LGBT Service Organizations
23. Agencies that serve survivors of human trafficking

24. Other homeless subpopulation advocates
25. Homeless or Formerly Homeless Persons
26. Mental Illness Advocates
27. Substance Abuse Advocates

The CoC is not required to have such agencies on the Board if such agencies do not exist. For example, communities who do not have Youth Homeless Organizations are not required to have such organizations on their Board. In some cases, representatives may represent more than one issue, such as a substance abuse treatment advocate who specializes in youth issues.

The categories included in the CoC application could be covered by the proposed recommendations – e.g. the “Advocates” category could include LGBT advocates, Youth advocates, Mental Health advocates – but it may be beneficial to set a minimum number of seats for those categories to ensure broader representations from the subcategories.

The draft above includes a staff recommendation to add a minimum of two seats for the following categories:

- Nonprofit Homeless Service Providers
- Public Safety
- Advocates
- Currently or formerly homeless persons

Three of the categories originally proposed by the Ad Hoc Committee for specific seats were not mentioned in HUD’s list of desired categories: Legal Aid/Pro Bono Attorneys, Philanthropic Organizations, and Colleges and Universities. Two of those categories would be new seats for the HSOC and it is unknown whether representation could be obtained from each of the categories. The third category has been vacant for periods of time. Staff recommend consolidating these categories into a single category of Other Community Organizations, as proposed in the draft above.

Term Limits

At the full HSOC meeting in September, commenters noted that a limit on the consecutive number of terms a person may serve may result in valuable expertise being lost to the HSOC. It was noted that due to the size of the CoC compared to large cities, there may be a smaller pool of agencies that represent subpopulations or a smaller pool of persons with expertise.

To date, most categories of seats on the HSOC have not had more than one candidate in a given year. Additionally, some seats on the HSOC have sat vacant for a year or more after

the previous seat holder vacated the seat due to term limits. Eliminating term limits would likely reduce the number of vacant seats on the HSOC and may result in retention of highly engaged members.

Member terms will continue to be staggered, so that approximately 1/3 of the seats will be available for application annually. Members whose terms are expiring will not be precluded from applying for another term, but other members of the public may also apply for the seats and be considered for them.

Staff support the recommendation to eliminate term limits.

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
ACTION ITEM
January 15, 2020**

AGENDA ITEM NUMBER: 4.3.1

ITEM: AUTHORIZE THE HSOC CHAIR, VICE CHAIR, OR OTHER HSOC OFFICER TO SIGN A LETTER OF SUPPORT AND COMMITMENT FOR THE COUNTY OF SAN LUIS OBISPO'S APPLICATION FOR HOMELESS HOUSING, ASSISTANCE, AND PREVENTION GRANT FUNDING

ACTION REQUIRED:

Vote to authorize the HSOC Chair, Vice Chair or other HSOC officer to sign a letter of support and commitment for the County of San Luis Obispo's application for HHAP funding.

SUMMARY NARRATIVE:

On July 31, 2019, the Governor of California signed into law the Homeless Housing, Assistance, and Prevention (HHAP) grant program. HHAP provides one-time grants to Continuums of Care, counties, and large cities to support coordination, and to develop or expand local capacity to address homelessness.

On November 15, 2019, the California Homeless Coordinating and Finance Council (HCFC) released a program guidance for HHAP and on December 6, 2019, the HCFC released a Notice of Funding Availability (NOFA). A total of \$190,000,000 in HHAP funding will be allocated to California Continuums of Care (CoC), based on each CoC's proportionate share of the state's population of persons experiencing homelessness (as measured by the CoC's Homeless Point in Time Count). A total of \$175,000,000 in HHAP funding will be allocated to counties within California, based on each county's proportionate share of the state's population of persons experiencing homelessness, as determined by the 2019 Homeless Point in Time (PIT) Count results for the CoC located within the county.

The State used the PIT Count numbers published recently by the U.S. Department of Housing and Urban Development (HUD) to determine the allocation amounts for counties and Continuums of Care. According to the final allocations list published recently, the County is eligible to receive up to \$1,629,772.67 from the County allocation. In addition, the San Luis Obispo County Continuum of Care is eligible to receive up to \$1,746,981.78. Combined, these two allocations would equal \$3,376,745.45. All funding must be spent no later than June 30, 2025.

Eligible HHAP grant activities include rental assistance and rapid rehousing; operating subsidies for affordable or supportive housing units, emergency shelters, and navigation centers; landlord incentives; outreach and coordination, systems support for regional partnerships and maintaining a homeless services and housing delivery system; permanent housing, prevention and shelter

diversion, and new navigation centers and emergency shelters. Additionally, up to 5% of funds may be used for infrastructure development to support coordinated entry or Homeless Management Information Systems (HMIS). At least 8% of the total funds must be set aside to serve homeless youth.

At the December 18, 2019 meeting of the full HSOC, the HSOC voted to authorize the County to serve as the Administrative Entity for the funding that will be allocated under HHAP to the San Luis Obispo County Continuum of Care. The HSOC also voted to set funding priorities for the CoC's HHAP allocation. The County Board of Supervisors will be asked to approve the same priorities for HHAP at an upcoming Board meeting and to approve submission of an application for funds.

Applications are due to the State no later than February 15, 2020. One of the requirements for the application is to include letters of support and commitment from overlapping jurisdictions, such as the HSOC and the County. These letters are required regardless of whether the County acts as the Administrative Entity for the CoC's portion of the grant. Each party must agree to jointly plan and evaluate HHAP spending, state that the parties agree with how the funds will be spent and agree that the applicants' proposed spending plan is in accordance with the applicants' regional needs.

BUDGET/FINANCIAL IMPACT:

Approval of this item would allow the County to apply for up to \$3,376,745.45. That funding would be used in accordance with the HHAP funding priorities approved by the HSOC.

STAFF COMMENTS:

Because the County Board of Supervisors has not yet voted on the priorities, the letter would not be signed by the HSOC representative until after the Board vote on the priorities. Should the Board adopt different priorities than those agreed to by the HSOC, an emergency meeting of the HSOC Executive Committee would be called to vote on the priorities agreed to by the Board of Supervisors.

Staff recommend that this item be adopted.

HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
ACTION ITEM
January 15, 2020

AGENDA ITEM 4.1

ACTION ITEM 4.4.1: Vote to approve January 27, 2020 as the date for the 2020 Sheltered Homeless Point in Time Count

ACTION ITEM 4.4.2: Vote to 1) use a census methodology for the 2021 Homeless Point in Time Count unsheltered count, combined with a sampling methodology for obtaining demographic and survey information; and 2) to use a contractor to plan and carry out the count in accordance with this methodology

ACTIONS REQUIRED:

ACTION ITEM 4.4.1: Vote to approve January 27, 2020 as the date for the 2020 Sheltered Homeless Point in Time Count

ACTION ITEM 4.4.2: Vote to 1) use a census methodology for the 2021 Homeless Point in Time Count unsheltered count, combined with a sampling methodology for obtaining demographic and survey information; and 2) to use a contractor to plan and carry out the count in accordance with this methodology

SUMMARY NARRATIVE:

The U.S. Department of Housing and Urban Development (HUD) requires all HUD-funded Continuums of Care (CoC) to conduct a Point in Time (PIT) count of all sheltered and unsheltered homeless persons within the CoC the at least once every two years. The count must be conducted within a single, 24-hour period during the last ten days in January.

The purpose of the count is to provide the federal government with national data on the prevalence and demographics of homelessness. Data from the count also affects funding that the CoC receives from the federal government and the State of California. PIT count data, together with data from the County's Homeless Information Management System, is one of the scoring factors in HUD's annual competition for CoC funding. Additionally, the State of California used PIT Count data to determine how much homeless assistance funding the CoC would receive from certain, one-time only homeless assistance grants, such as the Homeless Emergency Aid Program (HEAP) and the Homeless Housing, Assistance, and Prevention Program (HHAP).

Unsheltered Count Requirements

CoCs have the option of conducting a complete count of both the sheltered and unsheltered homeless population every year, or conducting a complete count every two years and, in the interim years, conducting a new count of sheltered homeless persons but using the unsheltered data from the prior year. The San Luis Obispo County CoC has opted to conduct a complete count every two years, with the most recent complete count having been conducted in January 2019.

For the unsheltered count that occurs in during complete count years, the CoC must determine whether to use a census type approach, which ensures all areas of the country are covered, or a sampling methodology (sometimes called a selected locations approach), where representative samples are taken and the data is then used to make estimates about the overall population. HUD has indicated a census is the preferred methodology for the unsheltered count.

San Luis Obispo County CoC PIT Count

San Luis Obispo County CoC has in prior years used a census methodology for the count of unsheltered persons, while using a sampling methodology to estimate demographic and other information, such as services usage. This hybrid approach is used because the census count more fully covers the entire county and is less subject to sampling errors, and the initial census count may then be used to identify the population distribution in each region and more accurately determine the necessary sampling sizes for those areas.

The CoC has previously opted to use a sampling approach to collect demographic and other client-level information because of the size of the area to be covered and the number of persons to be interviewed,. Sampling requires substantially fewer resources while still providing reasonable data quality. For example, during the 2019 Homeless Point in Time Count for the county, there were 1,483 homeless persons counted on the night of the count and 418 unsheltered and sheltered persons surveyed. This sample size and the sampling methodology led to reasonable margins of error for the estimates, while substantially reducing the amount of resources required to collect the data and decrease the likelihood of duplication.

Outside Vendor

In prior years, the County has contracted with an outside vendor to design and assist with the count implementation, and to report on and analyze the results. The vendor ensures that the methodology used to conduct the count is consistent with the methodological requirements promulgated by the U.S. Department of Housing and Urban Development (HUD), assists with the preparation of the required PIT count report to HUD, and provides

information for the annual Continuum of Care application. County staff provide planning and operational support, with assistance from CoC subrecipient agencies and their clients.

Action Item 4.4.1:

For the 2020 Count, staff are requesting the HSOC approve January 27, 2020 as the date for the sheltered PIT Count. This date complies with the requirement that the count be conducted during the last ten days in January and would be held on the same day of the week as the 2019 Point in Time Count.

Action Item 4.4.2:

For the 2021 Count, staff are recommending the CoC again adopt a census methodology for the overall count and a sampling methodology for the survey. This approach utilizes HUD's preferred methodology for the overall unsheltered count and remains consistent with prior years' methodology.

Staff are also recommending the County contract with an outside vendor to design and carry out the count and to produce the report on the count. The time to plan and carryout the count is significant, and staff do not have sufficient resources to carry it out at this time without additional assistance.

BUDGET/FINANCIAL IMPACT:

For Action Item 4.4.1, approving a date for the 2020 sheltered count will allow the County to meet one of the requirements for continuing to be eligible to apply for the HUD CoC grant.

For Action Item 4.4.2, the HSOC vote is advisory and will have no immediate financial impact. If the County adopts the hybrid census/sampling approach, the Count is estimated to cost \$72,000. If the County adopts a selected locations survey, it may cost more or less than a census count approach, depending on the final adopted plan.

STAFF COMMENTS:

Staff recommend the use of a full census approach for the count and a sampling methodology for the demographic information and other client-level data collected by the survey.