



**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

November 18, 2020, 1 p.m.

Members and the public may participate by Zoom video call:
<https://zoom.us/j/99761359634?pwd=VmxHclJlTWxtbEt2RjY2VkVMLzF3QT09>

Or dial in:

+1 669 900 9128

Meeting ID: 997 6135 9634

Passcode: 340595

1. Call to Order and Introductions
2. Public Comment
3. Consent: Approval of Minutes
4. Action/Information/Discussion
 - 4.1. Discussion Item: COVID-19 Impacts
 - 4.2. Discussion Item: State and Federal Homeless Assistance Grants
 - 4.2.1 Action Item: Recommend Allocation of County Community Development Block Grant Public Services funding (\$112,776), Emergency Solutions Grant (\$154,034), Permanent Local Housing Allocation (\$305,376) and County General Fund Support (\$218,000), and General Fund Support for Warming Centers and Safe Parking program (\$35,000) funds for countywide Homeless Services Programs
 - 4.2.2 Action Item: Recommend 1) allocation of 2019 California Emergency Solutions and Housing program funds (\$392,218) for projects that assist persons experiencing or at-risk of homelessness in the County and 2) reallocation of up to \$101,000 in 2018 California Emergency Solutions and Housing funds

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)

- 4.2.3 Discussion Item: Homeless Housing, Assistance & Prevention (HHAP) Update
- 4.2.4 Discussion Item: Homeless Emergency Aid Program (HEAP) Update
- 4.2.5 Discussion Item: Continuum of Care Grant
 - 4.2.5.1. Discussion Item: 2021 Homeless Point in Time Count
- 4.3. Discussion Item: Update on Winter Warming Season
- 4.4. Action Item: Vote to recommend twelve persons for appointment to vacant or expiring seats on the Homeless Services Oversight Council
- 4.5. Action Item: Approve the Updated HMIS (Homeless Management Information System) Documents
 - 4.5.1. Action Item: Approve the Updated San Luis Obispo County HMIS Grievance Form
- 4.6. Discussion Item: Possible December meeting
- 5. Committee Updates
- 6. Future Discussion/Report Items
- 7. Next Regularly Scheduled Meeting Date: January 20, 2021
- 8. 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 Meeting

September 16, 2020 1:00 p.m.

Members and the public were able to participate by Zoom call.

MEMBERS PRESENT	MEMBERS ABSENT	STAFF & GUESTS
Anne Robin Bettina Swigger Bill Crewe (alt for Paul Worsham) Caro Hall Devin Drake Grace McIntosh Janna Nichols Jessica Thomas Kristen Barneich Marianne Kennedy Mariam Shah Marlys McPherson Nicole Bennett (alt for Theresa Scott) Rick Gulino (alt for Joe Thompson) Scott Smith Shay Stewart Steve Martin Susan Funk	Amelia Grover Carlyn Christianson Deanna Cantrell Marcia Guthrie Mark Lamore Tim Waag	Abby Lassen Angela Smith Brandy Graham Cara Vereschagin Carrie Collins Elaine Mansoor Jan Maitzen Jeff Al-Mashat Jessica Lorange Jill Bolster-White Joanna Balsamo-Lillien John DiNunzio Kathy McClenathen Laurel Weir Leon Shordon Lisa Howe Lucy Sue Riley Smith Russ Francis Tom Sherman Tony Navarro Wendy Lewis

AGENDA ITEM		CONCLUSIONS/ACTIONS
1. Call to Order and Introductions	<p>Mariam called the meeting to order at 1pm.</p> <p>Carrie Collins introduced herself as the new Program Manager at Transitional Food & Shelter.</p> <p>John DiNunzio introduced himself as Transportation Planner at SLOCOG (San Luis Obispo Council of Governments).</p>	
2. Public Comment		
3. Consent: Approval of Minutes		<p>Janna made a motion to approve the minutes, second by Shay. The minutes were approved with none opposed. Marlys abstained.</p>
4. Action/Information/Discussion		
4.1. Discussion Item: COVID-19 Impacts		
4.1.1. Discussion Item: Impacts on Homeless Programs and Exits to Housing	<p>Laurel shared that HASLO (Housing Authority of San Luis Obispo) has reported significant impacts on their Housing Choice Voucher program. Scott from HASLO explained that many clients have seen a change to their employment situation due to COVID, and so have requested more money towards their rent from</p>	

	<p>this program. However, HASLO does not get funded per client, so they are having to reduce the number of clients they are helping. HASLO are not terminating vouchers of existing clients, but are not able to issue vouchers to new clients.</p> <p>Wendy from ECHO (El Camino Homeless Organization) shared that complying with social distancing has been one of the biggest challenges, as it has led to a decrease in the number of shelter beds available, meaning they have had to turn people away. The volunteer pool, which was mostly seniors and Cal Poly students, has declined by around 65%.</p> <p>Grace from CAPSLO (Community Action Partnership of San Luis Obispo) shared that the funding made available through the CARES (Coronavirus Aid, Relief and Economic Security) Act has enabled them to pay for individuals to get into housing for a limited time. There are questions about how these people can still be supported once the CARES Act funding is gone, as this will be more difficult without subsidized housing vouchers. The biggest issue is the affordability of housing in the area, as most of their clients will not ever be able to afford housing at the current rate.</p> <p>Janna from 5CHC (5Cities Homeless Coalition) shared that some people who had been renting a room are now being displaced, as family members are moving in instead. A number of clients who had been close to</p>	
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	<p>affording their own place are now no longer able to, and also do not have vouchers, leaving them in a precarious position. 5CHC saw twice the number of requests for assistance in July compared to January. Another concern is the impact of the eviction moratorium on independent landlords, who may be at financial risk themselves. The majority of landlords that 5CHC work with own a single home – in some cases, the mortgage repayments exceed the rent they collect. The long term impact on landlords will affect the housing stock.</p>	
<p>4.1.2. Discussion Item: Eviction Prevention Issues</p>	<p>Laurel shared that, at the last full HSOC meeting, the Council authorized the Executive Committee to write to the Board of Supervisors. At the time, it appeared that California’s eviction moratorium would end on September 1, so there was urgency in making recommendations to the Board to prevent an eviction crisis. Since that time, the State has established a new eviction moratorium which extends into February 2021. This moratorium does allow evictions to proceed in certain circumstances and where non-payment of rent is not related to COVID. From October, landlords who have tenants that owe back rent will be able to notify tenants that they will be evicted unless they respond to the letter to confirm they have been impacted financially by COVID, and are requesting to not pay rent. Rent owed from March to August 2020 is now considered commercial debt, and cannot be grounds for future</p>	

	<p>eviction at any time. This rent is still owed, but the recourse for landlords would be to take tenants to court to sue them. Rent owed after August can still be grounds for eviction once the new moratorium ends in February.</p> <p>The Federal government has also suspended evictions through the end of the year. The protections offered by the State are greater, so it is important that tenants respond to the letter from their landlords in order to benefit from this.</p> <p>In addition, the State has adopted a property tax postponement program for senior homeowners who are blind or have another disability. This program allows them to defer the current year's taxes if they meet certain criteria.</p>	<p>County staff to send a copy of the letter from the State Controller about the property tax postponement program to the HSOC distribution list</p>
<p>4.1.2.1. Discussion Item: Letter to the Board of Supervisors Regarding Eviction Moratoriums</p>	<p>Mariam submitted the letter referenced above to the Board of Supervisors in August (a copy is attached to the agenda packet).</p> <p>Mariam proposed publishing information on the HSOC website to provide clarity about the current situation regarding State and Federal action to prevent evictions. Nicole offered to share this through CenCal Health's communication channels. Abby shared that Stephanie Barclay from SLOLAF (San Luis Obispo Legal Assistance Foundation) has posted a video that provides current information.</p>	

<p>4.2. Discussion Item: State and Federal Homeless Assistance Grants</p>		
<p>4.2.1. Discussion Item: Homeless Housing, Assistance & Prevention (HHAP) Update</p>	<p>Laurel shared that there will be a second round of HHAP (Homeless Housing, Assistance & Prevention) funding. The RFP is expected by November 30. The eligible activities will be the same as for the first round, although the application will be much more complicated. In particular, the State will be looking closely at outcomes and outcome-driven decision making for awarding the grants locally. The application will require HSOC to establish outcomes for the overall HHAP program, and to justify how the particular grants recommended will support these outcomes. These outcomes should be more systemic and less related to individual programs, for example, reducing the average number of days people are homeless within the Continuum of Care. The State is providing more information and additional training over the next two months. Laurel will follow up on this item with the Executive Committee.</p>	
<p>4.2.2. Discussion Item: Homeless Emergency Aid Program (HEAP) Update</p>	<p>Laurel provided an update on HEAP (Homeless Emergency Aid Program) funding. The City of Paso Robles has now identified an alternate location. Homekey funding will help with the acquisition of this property. As the North County project now has a way forward, the County is not now looking at reallocating of the HEAP funding.</p>	

	Janna requested a discussion on reallocating HHAP and HEAP money. Laurel will follow up.	
4.2.3. Discussion Item: Continuum of Care Grant	Laurel shared that the County is still waiting to hear from HUD (Department of Housing & Urban Development) as to whether there will be a 2020 CoC (Continuum of Care) competition. HUD has received many requests from CoCs around the country to not carry out the competition this year, so they may decide to award at last year's levels instead. Laurel will update HSOC as more information becomes available.	
4.2.3.1. Discussion Item: 2021 Homeless Point in Time Count	Laurel shared that the County has selected a vendor for the 2021 PIT (Point In Time) Count, and are in the process of contracting with them. HUD has now indicated they may not require a 2021 PIT Count, due to concerns about COVID. They will confirm in October-November whether CoCs will need to move forward. Staff recommend not going forward with the PIT Count if HUD do not require it.	
4.3. Discussion Item: Update on Winter Warming Season	Laurel shared that the County has awarded funding to support warming centers addressing COVID. Shelters will be housing fewer people than in previous years. The County is setting up a meeting between Public Health and agencies running warming centers about how to address COVID concerns within warming centers.	

	<p>Janna shared that 5CHC are holding their warming center in the same location as last year, and are in partnership with the City of Grover Beach for CDBG (Community Development Block Grant) funding to offset expenses not covered by the County's grant.</p> <p>Jan from TFS (Transitional Food & Shelter) shared that their warming center will be in a different location. They worked with ECHO to secure another site.</p> <p>Grace from CAPSLO shared that their warming center will be at 40 Prado as in previous years, though capacity will be reduced based on social distancing requirements.</p> <p>Caro from Los Osos Cares shared that they anticipate holding their warming center at South Bay Community Center as in previous years, but this depends on volunteer numbers.</p> <p>Wendy from ECHO shared that they will be holding their warming center at a location in Atascadero. With social distancing in place, they will be able to support around 25 people.</p>	
<p>4.4. Discussion Item: HSOC Expiring and Vacant Seats</p>	<p>Laurel shared that a number of member terms are set to expire in January 2021:</p> <ul style="list-style-type: none"> • Devin Drake (County Department of Social Services) • Grace McIntosh (Non-profit Service Provider) 	

	<ul style="list-style-type: none"> • Jessica Thomas (Local K-12 Academic Institution) • Amelia Grover (Local Hospital) • Shay Stewart (Local Faith Community) • Tim Waag (Interested Community) <p>In addition, there are vacant seats:</p> <ul style="list-style-type: none"> • Local University or School of Higher Education • Currently or Formerly Homeless <p>HSOC has approved changes to the bylaws that will remove term limits and add an additional three seats. This will be going to the Board of Supervisors for approval before January, so members whose terms are expiring are encouraged to reapply even if they have reached their term limit.</p> <p>An announcement about membership and details on how to apply will be posted on the website and sent to the full HSOC distribution list.</p>	
<p>4.5. Action Item: Approve the Updated HMIS (Homeless Management Information System) Documents</p>	<p>Laurel provided some background. The County and nonprofit agencies are required to use a Homeless Management Information System (HMIS) to collect client data for programs that receive HUD funding and some State grants. The County serves as the lead HMIS agency. HUD TA (Technical Assistance) has reviewed the HMIS policies and procedures and recommended updates. Staff worked with TA and brought updated versions of the documents to the</p>	

	Finance & Data Committee. The Committee and County Counsel have reviewed and approved the updated versions. They now must be approved by the full HSOC before they can be adopted.	
4.5.1. Action Item: Approve the Updated San Luis Obispo County HMIS Agency Participation Agreement		Janna made a motion to approve the updated San Luis Obispo County HMIS Agency Participation Agreement, seconded by Caro. The motion passed with none opposed and no abstentions.
4.5.2. Action Item: Approve the Updated San Luis Obispo County HMIS User Agreement		Janna made a motion to approve the updated San Luis Obispo County HMIS Agency Participation Agreement, seconded by Caro. The motion passed with none opposed and no abstentions.
5. Committee Updates	<p>Janna shared that all issues from the last Finance & Data Committee meeting were addressed already in this meeting.</p> <p>Nicole reported on the Alternatives to Encampment working group of the Encampment Committee, which so far has held two meetings and is working on five</p>	

	<p>recommendations.</p> <p>Devin shared that the next Homeless Services Coordinating Committee meeting is on Monday 21.</p>	
6. Future Discussion/Report Items	None	
7. Next Regularly Scheduled Meeting Date: November 18, 2020		
8. Adjournment	Mariam adjourned the meeting at 2:30pm.	

**HOMELESS SERVICES OVERSIGHT COUNCIL
FULL COMMITTEE MEETING
ACTION ITEM
November 18, 2020**

AGENDA ITEM NUMBER: 4.2.1

ITEM: Recommend Allocation of County Community Development Block Grant Public Services funding (\$112,776), Emergency Solutions Grant (\$154,000), Permanent Local Housing Allocation (\$305,376) and County General Fund Support (\$218,000), and General Fund Support for Warming Centers and Safe Parking programs (\$35,000) funds for countywide Homeless Services Programs.

ACTION REQUIRED: Vote to recommend to the Board of Supervisors allocation of 2020 County Community Development Block Grant (CDBG) funds, Emergency Solutions Grant (ESG) funds, Permanent Local Housing Allocation, and County General Fund Support (GFS) for countywide Homeless Services Programs (See **Appendix A** for draft funding recommendations).

SUMMARY NARRATIVE:

Background

CDBG and ESG

The County of San Luis Obispo receives annual allocations of CDBG funds and ESG funds from the U.S. Department of Housing and Urban Development (HUD). While CDBG funds are primarily used for acquisition and capital development costs for housing or infrastructure to benefit low- and moderate-income persons, a portion of the CDBG funds may be used for public services, including homeless services.

The ESG program provides funds solely for homeless services programs, however per HUD regulations, no more than 60% of the funds may be made available for emergency shelter and street outreach activities. Eligible activities under the ESG program include Emergency Shelter, Street Outreach, and Rapid Rehousing. Rapid Rehousing programs may provide security deposits, short-term rental assistance, and case management.

For the Fiscal Year 2021-2022, Staff has estimated the same level of funding for ESG as FY2020-2021 levels for ESG funding and a conservative reduction in CDBG funding. The County estimates it will receive \$154,000 in ESG funding and \$112,776 in CDBG Public

Services funding from HUD. Following the receipt of final allocations from HUD, staff will give selected 2021 CDBG and ESG subrecipients a pro-rated adjustment.

Permanent Local Housing Allocation

The Permanent Local Housing Allocation (PLHA) was authorized in 2017 by enactment of SB2, the Building Homes and Jobs Act. SB2 authorized proceeds from a new \$75 recordation fee for certain real estate documents to be distributed on a formula basis to local entitlement and non-entitlement communities.

Eligible activities under PLHA include development of affordable housing, matching portions of funds through local and regional Housing Trust Funds, matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund, capitalizing reserves for services connected to the preservation and creation of permanent supportive housing, assisting persons who are experiencing homelessness or who are at risk of homelessness, efforts to acquire and rehabilitate foreclosed or vacant homes and apartments, accessibility modifications to lower-income, owner-occupied housing, homeownership opportunities, and fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing projects, or matching funds invested by a county in an affordable housing development project in a city within the county, provided that the city has made an equal or greater investment in the project.

A total of \$872,502 is being made available in funding for San Luis Obispo County for the first year, of which \$305,376 has been set aside for homeless assistance activities, in accordance with the County's 5-year PLHA Plan. It is estimated that over the next five years, the County will receive a cumulative total of approximately \$5,235,012, of which 35% will be made available each year for homeless assistance.

General Fund Support

It is estimated that \$218,000 will be allocated for FY21-22 in County General Fund Support (GFS) for homeless service operating cost and \$35,000 for warming center and safe parking activities. All GFS awards are contingent on budget approval by the Board of Supervisors in June 2021.

FY 2021-2022 Allocation Recommendations

An Ad Hoc Grant Review Committee ('Committee') met on November 9, 2020 to discuss and recommend allocation of Fiscal Year 2020-2021 County CDBG public services funds, ESG funds, PLHA and GFS funds for homeless services programs. Matt Leal of the County

Department of Planning, and Leon Shordon, George Solis, and Laurel Weir from the County Department of Social Services attended to guide the discussion.

In response to the 2021 Action Plan Request for Proposals, staff received the requests listed in Table 3 of Appendix A.

Planning staff reviewed CDBG and ESG grant applications for consistency with the Board-approved 2020-2024 Consolidated Plan and for HUD program compliance. County staff recommends that the funding amount for competitive CDBG and ESG programs be evaluated based on criteria that considered the type of activity proposed, the difficulty of the clientele proposed to be served, past performance (successful placement of clients in appropriate living situation), and geographic distribution of existing services.

The Committee reviewed County Planning staff recommendations and provided feedback and made final recommendations.

ESG

Three applications were received. Funding requests in the applications totaled \$207,900. It is estimated that \$154,000 will be available for award.

After considering the applications and ESG funding caps on certain activities, the Committee recommended that the Community Action Partnership of San Luis Obispo County (CAPSLO) receive the maximum amount of ESG available for emergency shelter services to operate the 40 Prado Center. CAPSLO's project is expected to serve 1600 persons, which was significantly more than other applicants.

Staff also recommended that 5Cities Homeless Coalition's (5CHC) receive an award of ESG funding for their requested rapid re-housing and homeless prevention (RR/HP) programs, which provide short term rental and deposit assistance and assists clients in obtaining permanent housing. The Committee recommended that the 5CHC project receive 40% of the total ESG funding available.

These recommendations for shelter and Rapid Rehousing will support important activities and ensure that the County does not exceed the 60% cap on shelter and street outreach activities. ECHO was not recommended for federal ESG assistance as they scored lower than CAPSLO during the application review. The Committee recommended ECHO for County CDBG funds and County General Funds to support ECHO's shelter services in the North County.

Community Development Block Grant

There were seven applications for CDBG Public Services funds, totaling \$261,215 in requests. It is estimated that a total of \$112,776 will be available for award.

Applications were considered based on how the proposed projects aligned with the County's priorities as set forth in the County's Consolidated Plan that governs CDBG grants, as well as numbers of persons served, CDBG requirements to provide for geographic diversity, expected impact on homelessness in the County, and prior successful experience managing HUD grants. The Committee also considered the extent to which other funding may be available for the proposed projects.

CAPSLO, ECHO, and the 5Cities Homeless Coalition were recommended for funding. 5CHC was recommended for funding to provide Rapid Rehousing assistance. Funding was also recommended for ECHO and CAPSLO to support shelter activities.

Permanent Local Housing Allocation

There were 3 applications for the PLHA funding: a collaborative application from the Community Action Partnership of San Luis Obispo (CAPSLO), the 5Cities Homeless Coalition, and ECHO; an application from the Court Appointed Special Advocates of San Luis Obispo County (CASA of SLO); and an application from the Housing Authority of San Luis Obispo (HASLO).

HASLO's application sought funding for two case manager positions to stabilize persons in its 63-bed permanent housing facility it is acquiring in Paso Robles under the Project Homekey program. The Committee ranked this project highest because of the significant need for permanent supportive housing in the County and recommended full funding in the amount of \$184,400.

The collaborative application sought \$305,376 for case management and direct support for Rapid Rehousing. The Committee recommended the remainder of the funding available be made available to the Collaborative application.

The application for CASA of SLO was not recommended for funding, as the activities proposed were not deemed eligible.

General Fund Support

There were 8 applications for the General Fund Support grants. In addition to the six organizations that were funded in FY2019-2020, two new organizations applied for FY2021-2022: Court Appointed Special Advocates of San Luis Obispo (CASA of SLO) applied for

\$5,000 for training CASA advocates and the Food Bank of San Luis Obispo applied for \$40,000 to provide No Cook Bags for homeless persons.

Regarding GFS, the Committee recommended continuing support for the existing grantees, but decreasing the amounts by 5% from FY2020-2021 levels to provide \$10,000 to the Food Bank of San Luis Obispo. The Committee considered the significant increases in need seen by the existing agencies, as well as the impact the pandemic has had on the need for food.

There were four applicants for the \$35,000 in GFS funding available for Warming Centers and Safe Parking programs: The El Camino Homeless Organization (ECHO), CAPSLO, the 5Cities Homeless Coalition, and Los Osos Cares. The total of these requests was \$56,125. A key consideration for the Committee was ensuring a fair geographic distribution for these funds and recommended providing \$10,834 to CAPSLO, \$10,833 each to the 5Cities Homeless Coalition and ECHO, and \$2,500 to Los Osos Cares.

It is estimated that HUD will release its final FY2021-2022 grant allocations for the CDBG and ESG programs in February. Staff requests action from HSOC to approve Department of Planning and Building authorization to adjust recommendations proportionately, as needed, to reflect final allocations.

The HSOC recommendations for ESG, CDBG, PLHA, and General Fund Support grants will go to the San Luis Obispo County Board of Supervisors as a public hearing item in April 2021 for further action.

BUDGET/FINANCIAL IMPACT:

This will have no financial impact to the HSOC. Should the Board approve the HSOC's recommendations, it will result in at least \$852,152 being made available for homeless services.

STAFF COMMENTS:

The County will soon be releasing Requests for Proposals for over \$11 million in additional ESG and CDBG Coronavirus-related funding made available under the CARES Act. Eligible activities under these grants include most of the eligible activities under the annual ESG and CDBG programs, as well as activities related to preventing, preparing for, and responding to COVID.

Table 1: 2021 Funding Recommendations based on Estimated Total Funding Available*

2021 Recommended Action Plan (GFS/Warming Center/ESG/CDBG) Funding Awards						
Applicant	Project	GFS	GFS Warming Center/Safe Parking	ESG	County CDBG	Total Recommendation (including Warming Center/ Safe Parking)
El Camino Homeless Organization (ECHO)	Homeless Shelter and Meal Program	\$48,391	\$10,833		\$41,778	\$101,002
Community Action Partnership San Luis Obispo (CAPSLO)	40 Prado Homeless Services Center	\$98,765	\$10,834	\$92,400	\$46,078	\$248,077
5Cities Homeless Coalition	Supportive Services, Homeless Prevention & Rapid Re-Housing	\$8,349	\$10,833	\$61,600	\$24,920	\$105,702
Transitional Food and Shelter	Emergency Shelter for Medically Fragile	\$12,385				\$12,385
Stand Strong	Women's Shelter Program	\$21,945				\$21,945
Food Bank of San Luis Obispo	No-Cook Food Bags	\$10,000				\$10,000
RISE	Emergency Shelter (DV)	\$18,167				\$18,167
Los Osos Cares			\$2,500			\$2,500
Total Estimated Available		\$218,000	\$35,000	\$154,000	\$112,776	\$519,776

*Amounts subject to final CDBG and ESG allocations provided by HUD in 2021. Funded applicants shall receive pro-rata adjustment based on final allocations.

Table 2: Comparison of Total Funding Award (Not including GFS for Warming Center & Safe Parking or the Permanent Local Housing Allocation)

Total Funding Comparison: 2020 & 2021			
Applicant	2021 Recommendation Total (NOT including Warming Center/ Safe Parking or PLHA)	2020 Funding Award Total (does not include Warming/Parking or PLHA)	Percent Change 2020 to 2021
El Camino Homeless Organization (ECHO)	\$90,169	\$81,077	11%
Community Action Partnership San Luis Obispo (CAPSLO)	\$237,243	\$250,270	-5%
5Cities Homeless Coalition	\$94,869	\$120,162	-21%
Transitional Food and Shelter	\$12,385	\$12,880	-4%
Stand Strong	\$21,945	\$23,000	-5%
Food Bank of SLO County	\$10,000	\$0	New
Los Osos Cares	\$2,500	\$2,500	0%
RISE	\$18,167	\$19,040	-5%
Total	\$484,776	\$506,429	-4%

Table 3: Applicant Funding Requests for 2021-2022 General Fund Support, Emergency Solutions Grant, County CDBG

2021 Applicant Requests						
Applicant	Project	GFS	GFS – Warming Center & Safe Parking	ESG	County CDBG	Total Request
El Camino Homeless Organization (ECHO)	Homeless Shelter and Meal Program	\$75,000	\$17,000	\$40,000	\$65,000	\$197,000
Community Action Partnership San Luis Obispo (CAPSLO)	40 Prado Homeless Services Center	\$107,626	\$18,125	\$102,900	\$84,000	\$312,615
5Cities Homeless Coalition	Supportive Services, Homeless Prevention and Rapid Re-Housing	\$9,000	\$16,000	\$65,000	\$60,000	\$150,000
CASA of SLO	Foster Child Intervention to Avert Homelessness	\$5,000			\$5,000	\$10,000
Transitional Food and Shelter	Emergency Shelter for Medically Fragile	\$14,170				\$14,170
Stand Strong	Women's Shelter Program	\$23,000				\$23,000
Food Bank of SLO County	No-Cook Food Bags	\$40,000				\$40,000
Los Osos Cares	Safe Parking Program		\$5,000			\$5,000
RISE	Emergency Shelter (DV)	\$38,400				\$38,400
Alliance for Pharmaceutical Access, Inc.	Affordable or No Cost Medications				\$15,000	\$15,000
Independent Living Resource Center	Services for People with Disabilities				\$15,000	\$15,000
Total		\$312,196	\$56,125	\$207,900	\$261,215	\$1,056,836

Table 4: Permanent Local Housing Allocation Requests and Recommendations

2021 Applicants	Request	Recommendation
Combined _ CAPSLO, ECHO, and 5CHC	\$305,376	\$120,976
CASA of SLO	\$35,000	\$0
HASLO	\$184,400	\$184,400
TOTAL	\$524,776	\$305,376

**HOMELESS SERVICES OVERSIGHT COUNCIL
FULL COMMITTEE MEETING
ACTION ITEM
November 18, 2020**

AGENDA ITEM NUMBER:

ITEM: Recommend 1) allocation of 2019 California Emergency Solutions and Housing (\$392,231) program funds for projects that assist persons experiencing or at-risk of homelessness in the County and 2) reallocation of up to \$101,000 in 2018 California Emergency Solutions and Housing funds.

ACTION REQUIRED: Vote to recommend to the Board of Supervisors allocations for the 2019 California Emergency Solutions and Housing (\$392,231) program for projects that assist persons experiencing or at-risk of homelessness in the County and 2) reallocation of up to \$110,000 in 2018 California Emergency Solutions and Housing funds.

SUMMARY NARRATIVE:

Background

The County has been awarded \$412,874 in 2019 California Emergency Solutions and Housing (CESH) program and \$727,047 in 2018 CESH funds from the State of California to address homelessness. CESH was authorized by California Senate Bill 850 (SB850) and signed into law by Governor Jerry Brown in June 2018. Although split into two awards by the State, CESH was authorized as a one-time program and funds will not be renewed in future years.

CESH is administered by the California Department of Housing and Community Development (HCD) and funded by revenues deposited in the Building Homes and Jobs Act Trust Fund (Trust Fund), created by Senate Bill 2. On August 15, 2018, HCD release a Notice of Funding Availability for 2018 CESH program funds. This first Notice of Funding Availability was funded from a portion of the first and second quarters of revenue deposited in the Trust Fund, and approximately \$25 million in unallocated California Emergency Solutions Grant (ESG) funds.

CESH may be not be used for capital projects but may otherwise fund a broad variety of activities to support efforts to address homelessness. Eligible activities include:

Action Item 4.2.2

- 1) Rental assistance, housing relocation, and stabilization services to ensure housing affordability to individuals experiencing homelessness or who are at risk of homelessness.
- 2) Operating subsidies in the form of 15-year capitalized operating reserves for new and existing affordable permanent housing units for homeless individuals and/or families.
- 3) Flexible housing subsidy funds for local programs that establish or support the provision of rental subsidies in permanent housing to assist homeless individuals and families.
- 4) Operating support for emergency housing interventions including, but not limited to, the following:
 - a. Navigation centers that provide temporary room and board and case managers who work to connect homeless individuals and families to income, public benefits, health services, permanent housing, or other shelter.
 - b. Street outreach services to connect unsheltered homeless individuals and families to temporary or permanent housing.
 - c. Shelter diversion, including, but not limited to, homelessness prevention activities to connect individuals and families to alternate housing arrangements, services, and financial assistance.
- 5) Systems support for activities necessary to maintain a comprehensive homeless services and housing delivery system, including Coordinated Entry System (CES) data, and Homeless Management Information System (HMIS) reporting, and homelessness planning activities.
- 6) Development or update of a CES, if the CoC does not have a system in place that meets the applicable HUD requirements.
- 7) Development of a plan addressing actions to be taken within the CoC service area if no such plan exists. If an applicant requests funding to develop a plan, the applicant shall submit the plan to HCD prior to the expiration of the contract executed with HCD.

2018 CESH Funds

Staff submitted an application to HCD for the 2018 CESH funds on October 15, 2018. The County received an award letter from HCD on January 11, 2019, for a total of \$727,047 in 2018 CESH funding. Five percent of that total allocation, or \$36,352 has been set aside for administration of the CESH Program. CESH funds must be expended within five years of the award. A total of \$540,695 was awarded through a local Request for Proposals process to a collaborative partnership of the

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Community Action Partnership of San Luis Obispo (CAPSLO), the El Camino Homeless Organization (ECHO) and the 5Cities Homeless Coalition (5CHC) to expand and strengthen their Coordinated Entry program.

HMIS

In addition to the amount awarded above, a total of \$150,000 was set aside from the 2018 CESH funding for possible migration of the County's Homeless Management Information System (HMIS) to another platform. In 2019, staff began research on alternatives and building a scope of work, working towards a planned Request for Proposals in the Spring of 2020. However, due to the onset of COVID, the U.S. Department of Housing and Urban Development announced that it will no longer provide technical support for HMIS migrations from one vendor to another during the current year and possibly in 2021. HCD requires that CESH funds be obligated by January 11, 2021. The HSOC Finance and Data Committee met in August 2020 and discussed the 2018 CESH funds and recommended that a portion of the funds be reallocated to updating the County's Ten Year Plan to End Homelessness and that the remaining funds be used to upgrade the County's existing HMIS.

Proposed Reallocations

Since August, staff have further analyzed HMIS and other programmatic needs in light of new funding opportunities announced by the State. On October 2, 2020, HCD released a Notice of Funding Availability (NOFA) for Round 2 of the Emergency Solutions Grant Program – Coronavirus (ESG-CV). Under this NOFA, the County will be eligible to receive approximately \$5.22 million. The NOFA added a requirement not present in Round 1 that recipient communities advance racial equity. This requirement includes analyzing and reporting on racial equity as well as addressing disparities in access to services, service provisions and outcomes. Quarterly reports will be required by HCD.

The Racial Equity focus is similar to recommendations from the U.S. Department of Housing and Urban Development (HUD) for Continuum of Care grantees to examine racial equity in programs. Based on the 2019 Continuum of Care funding competition, it is anticipated that HUD will be asking CoCs to report on efforts to analyze and address racial disparities as part of future CoC funding competitions.

Due to the increasing importance of this issue for homeless assistance grants and due to the importance of the issue itself, staff recommend that up to \$49,000 in 2018 CESH funds be re-allocated from HMIS upgrades to hiring a contractor to

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conduct a racial equity analysis, provide an action plan for addressing any disparities, provide quarterly updates on the analysis as needed for grant reports and assist with monitoring progress and identifying any needed corrections to the Action Plan.

In addition, staff recommend that the remainder of the funding be reallocated from HMIS upgrades to the 2018 subrecipient agencies.

2019 CESH Funds

A second round of CESH funding was announced on October 7, 2019. The County was awarded \$412,874, of which \$20,643 is reserved for grant administration and \$392,231 will be available for awards to subrecipients. On August 14, 2020, the HSOC voted to prioritize 2019 CESH funds for Coordinated Entry and for capitalized operating subsidies.

In September 2020, the County released a Request for Proposals for the 2019 CESH funds. One application was received from the Community Action Partnership of San Luis Obispo (CAPSLO), on behalf of a collaboration between CAPSLO, the El Camino Homeless Organization (ECHO) and the 5Cities Homeless Coalition. The application requested the full amount available (\$392,231) and proposed to use the funds for Coordinated Entry.

Staff reviewed the application and determined it met the qualifying threshold standards. An Ad Hoc Grant Review Committee ('Committee') met on November 9, 2020 to discuss and recommend allocation of 2019 CESH funding. The Committee recommended the collaborative CAPSLO application for funding.

BUDGET/FINANCIAL IMPACT:

This will have no financial impact to the HSOC. Should the Board approve the HSOC's recommendations, it will result in at least \$392,231 being made available to assist homeless persons in San Luis Obispo County.

STAFF COMMENTS:

Since the original plan for use of CESH funds was developed, several changes have occurred that have caused staff to recommend reallocating a portion of the 2018 CESH funds away from updates to the HMIS. First, CESH funds were previously planned for an upgrade to allow for entry of HUD-VA Supportive Housing (HUD-

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VASH) program into HMIS. HUD-VASH provides Housing Choice Vouchers to chronically homeless veterans, combined with supportive services provided by the U.S. Department of Veterans Affairs (VA). The local HUD-VASH program currently does not participate in the San Luis Obispo County Continuum of Care's (CoC's) HMIS and this has had negative repercussions for the CoC funding from HUD.

Following the initial reservation of funds for an HMIS upgrade, staff had begun conversations with the VA and the County's HMIS vendor to develop plans and estimates for the imports. HUD has recently announced, however, that HUD is developing its own nationwide plan for import of VA data. As a result, the County does not need to develop its own plan.

In addition, staff were considering options for greater integration of HMIS data with data from other public services systems. Earlier this month, the State of California announced it has selected a vendor to build a statewide HMIS that will import data from both local CoCs as well as state agencies, allowing cross-matching of data across counties and across systems. They also indicated CoCs will eventually be given summary reports of this data, which may lessen the need for systems matching locally.

As a result of these and other changes, staff recommend that any 2018 CESH funding not used for the 10 Year Plan update or the Racial Equity activities be reallocated from HMIS upgrades to the 2018 CESH subrecipient agencies to expand their activities.

**HOMELESS SERVICES OVERSIGHT COUNCIL
ACTION ITEM
November 18, 2020**

AGENDA ITEM NUMBER: 4.4

ITEM: Vote to recommend twelve persons for appointment to vacant or expiring seats on the Homeless Services Oversight Council

ACTION REQUIRED: It is requested that the Homeless Services Oversight Council (HSOC): approve the nominations of Nicole Bennett for the Local Health Provider seat previously held by Theresa Scott, William Crewe for the Veterans Service Representative seat previously held by Paul Worsham, Devin Drake for a second term for the County Government Service Provider seat he currently holds, Amelia Grover for a second term for the Local Hospitals seat she currently holds, Rick Gulino for the Affordable Housing Developer seat previously held by Joe Thompson, Susan Lamont for the Victims' Services Provider seat previously held by Marianne Kennedy, Brenda Mack for the seat for a Currently or Formerly Homeless Person, Kathy McClenathen for the Interested Community Member seat currently held by Tim Waag, Grace McIntosh for a second term for the Non-profit Service Provider seat she currently holds, Jeff Smith for the Law Enforcement seat previously held by Deanna Cantrell, Shay Stewart for a second term for the Local Faith Community seat he currently holds, and Jessica Thomas for a second term for the Local K-12 Academic Institution seat she currently holds; and recommend them to the San Luis Obispo County Board of Supervisors for appointment to the HSOC.

SUMMARY NARRATIVE:

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. With the exception of the seats reserved for elected officials, members are appointed to three-year terms. To ensure continuity of the HSOC, term expirations are staggered among the seats, such that approximately 1/3 of the seats expire in a given year. Terms expire in January of the year in which the term ends.

There are currently 7 seats due to expire in January 2021. In addition, there are six other seats that are available for application due to resignations or expiring terms. At the September HSOC meeting, the terms that were expiring were reviewed and a request was made for applications from the public.

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A total of 12 applications were received. An ad hoc nominating committee met in October to consider the applications and recommended the following 12 candidates for seats on the HSOC:

Nicole Bennett for the Local Health Provider seat previously filled by Theresa Scott for a term that begins in January 2021 and expires in 2024. Nicole Bennett is a Community Relations Specialist for CenCal Health, which is the Managed Care organization for Medi-Cal for San Luis Obispo County. At CenCal, Ms. Bennet has worked with persons experiencing homelessness and has an interest in helping the HSOC to continue to increase access to services, outreach and initiatives for homeless persons.

William Crewe for the Veterans Service Representative seat previously held by Paul Worsham that expires in January 2022. Mr. Crewe is currently the Vice Chair for the Fort Ord Area Retired Soldiers Council, the President of Central Coast Veterans Helping Veterans, and a Board Member of the San Luis Obispo Veterans Services Collaborative. He has played an active role in working to increase services for homeless veterans, including serving as a site Supervisor and Advisory Board member for Shower the People, participating as a Homeless Point in Time County volunteer, and serving on the HSOC Finance and Data Committee.

Devin Drake for a second term for the County Government Service Provider seat he currently holds. The second term will begin in January 2021 and expire in January 2024. He is the Director of the Department of Social Services, which administers a wide array of programs to benefit homeless or low-income persons, including CalFresh, CalWORKS, General Assistance, 65 Now, the Housing Disability and Advocacy Program, the Continuum of Cares program, and Medi-Cal enrollment. His current term on the HSOC expires in January 2021 and he is eligible for an additional term.

Amelia Grover for a second term for the Local Hospitals seat she currently holds. The second term will begin in January 2021 and expire in January 2024. Ms. Grover is the Manager of Social Work for Arroyo Grande, French, and Marian hospitals. She is involved in Continuum of Care efforts for vulnerable populations including homeless persons who are medically fragile and has over six years of experience as a medical social worker, including four years of management of medical social work.

Rick Gulino for the Affordable Housing Developer seat previously held by Joe Thompson that expires January 2023. Mr. Gulino is the Director of Resident Services at People's Self-Help Housing, where he has worked for the past 13 years. He also serves as the Chair of the San Luis Obispo Housing Consortium.

Susan Lamont for the Victims' Services Provider seat previously held by Marianne Kennedy for a term that will expire January 2023. Ms. Lamont is the Associate Director

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at RISE, which provides services and shelter to persons fleeing from intimate partner violence. In addition to her four years of experience at RISE, Ms. Lamont has previously worked at the LINK in Atascadero and served as a patient advocate in Colorado.

Brenda Mack for the seat for a Currently or Formerly Homeless Person for a term that will expire January 2022. Ms. Mack has served as a volunteer for Transitions Mental Health Association's Life House clinic and has worked as a Psychiatric Technician. She has also volunteered with community-based organizations to advocate on behalf of people experiencing homelessness.

Kathy McClenathen for the Interested Community Member seat currently held by Tim Waag for a term that will begin in January 2021 and expire in January 2024. She is currently the Loan Portfolio Officer for the San Luis Obispo County Housing Trust Fund.

Grace McIntosh for a second term for the Non-profit Service Provider seat she currently holds. The second term will begin in January 2021 and expire in January 2024. Ms. McIntosh is the Deputy Director of the Community Action Partnership of San Luis Obispo and oversees all of CAPSLO's programs for people experiencing homelessness.

Jeff Smith for the Law Enforcement seat previously held by Deanna Cantrell that expires January 2023. Mr. Smith is the Interim Chief of Police for the City of San Luis Obispo. He currently chairs the Ad Hoc Encampment Committee and also oversees the City of San Luis Obispo's Community Action Team that works with people experiencing unsheltered homelessness in the city.

Shay Stewart for a second term for the Local Faith Community seat he currently holds. The second term will begin in January 2021 and expire in January 2024. Mr. Stewart is the Executive Director of Granite Ridge Christian Camp and has volunteered for his church overflow shelter and meals program for ten years. His current term on the HSOC expires in January 2021 and he is eligible for an additional term.

Jessica Thomas for a second term for the Local K-12 Academic Institution seat she currently holds. The second term will begin in January 2021 and expire in January 2024. Ms. Thomas is the Program Coordinator for Homeless and Foster Youth Services for the San Luis Obispo County Office of Education. Her current term on the HSOC expires in January 2021 and she is eligible for an additional term.

BUDGET/FINANCIAL IMPACT

No current fiscal impact is anticipated.

STAFF COMMENTS:

It is recommended that the Homeless Services Oversight Council approve this item. Upon the HSOC's approval, staff will submit a recommendation for appointment to the Board of Supervisors.

HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
ACTION ITEM
September 16, 2020

AGENDA ITEM NUMBER: 4.5.1

ITEM: Approve the San Luis Obispo County CoC HMIS Grievance Form

ACTION REQUIRED: Vote on the recommendation of the HSOC Finance and Data Committee to approve the San Luis Obispo County CoC HMIS Grievance Form

SUMMARY NARRATIVE:

A Homeless Management Information System (HMIS) is a local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness. Each Continuum of Care (CoC) is responsible for selecting an HMIS software solution that complies with HUD's data collection, management, and reporting standards. The HSOC designated the County as the lead agency for HMIS and employs the System Administrator.

[HUD's HMIS Privacy and Security Standards](#) specify the guidelines for the privacy and security of personal information collected and stored in an HMIS. The standards require each Covered Homeless Organization (CHO) to publish a privacy notice. The standards establish baseline privacy requirements for CHOs. A CHO must post a sign at each intake desk (or comparable location) that explains generally the reasons for collecting this information. Consent of the individual for data collection may be inferred from the circumstances of the collection.

On May 6th, the HSOC voted to approve the [San Luis Obispo County CoC HMIS Privacy Notice](#) on the recommendation of the HSOC Finance and Data Committee.

The HSOC Finance and Data Committee requested that Staff develop a HMIS Grievance Form to comply with "Part C - Client Control over Data" within the HMIS Privacy Notice. The policy states that *the client has the right to ask questions of or submit grievances to your provider regarding privacy and security policies and procedures.*

The HMIS Grievance Form will be used for clients who feel their privacy rights have been violated by an HMIS Participating Agency. The form is to only be used after the client has worked with the agency to resolve an HMIS issue. The client will submit the form to the HMIS Lead (the County) and will be reviewed by the HSOC Finance and Data Committee to recommend resolution between client and agency.

On August 26th, the HSOC Finance & Data Committee voted to approve the HMIS Grievance Form and send to the full HSOC for approval.

BUDGET/FINANCIAL IMPACT:

No financial impact to the HSOC

STAFF COMMENTS:

Staff recommends that this item be adopted to be in compliance with the San Luis Obispo County CoC HMIS Privacy Notice.

**San Luis Obispo County Continuum of Care
Homeless Management Information System (HMIS)
HMIS Grievance Form**

If you feel a violation of your rights as an HMIS client has occurred or you disagree with a decision made about your "Protected HMIS Information" you may complete this form. Complete this form only after you have exhausted the grievance procedures at the agency you have a grievance with. **It is against the law for any agency to take retaliatory action against you if you file this grievance. You can expect a response within 30 days via the method of your choice.**

Grievances may be submitted in writing to:

**County of San Luis Obispo
Dept of Social Services
Attn: HMIS Lead
3433 S. Higuera St
San Luis Obispo, CA 93401**

Or Via Email to: SS_HMISsupport@co.slo.ca.us

Date Grievance Filed: _____

Name of Individual who
violated your privacy rights.

Name of Agency who
violated your privacy rights.

Brief description of grievance (what happened):

Your Name: _____ Best way to contact you: _____

Your Phone #: _____ Your Email Address: _____

Your mailing address: _____

CoC response date: _____

Recommendation to Agency: