HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
Finance and Data Committee Agenda
November 30, 2020, 1 p.m.

Participate by Zoom video call:
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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

1. Call to Order and Introductions

2. Public Comment

3. Consent: Approval of Minutes

4. Action/Information/Discussion

    4.1   Discussion Item: Homeless Point in Time Count (PIT)

        4.1.1   Discussion Item: Update on 2021 Point in Time Count and Survey

        4.1.2   Action Item: Vote to approve PIT count methodology and PIT count date

        4.1.3   Discussion Item: 2021 Point in Time Count Volunteer Registration Form

    4.2   Discussion Item: California Emergency Solutions Grant – Coronavirus (Round 2) NOFA

    4.3   Discussion Item: HMIS Participating Agency Agreement and HMIS User Agreements – Annual agreements

5. Future Discussion/Report Items

6. Next Meeting Date: December 23, 2020

7. Adjournment

HOMELESS SERVICES OVERSIGHT COUNCIL
HSOC FINANCE AND DATA COMMITTEE MEETING
October 28 2020, 10am-11:30am

MEMBERS PRESENT	MEMBERS ABSENT	STAFF & GUESTS
Andrea Montes Alvarado	Shay Stewart	George Solis
Elaine Mansoor		Jan Maitzen
Janna Nichols		Jessica Lorance
Jeff Al-Mashat		Laurel Weir
Jessica Thomas		Leon Shordon
Riley Smith		Russ Francis
Sstoz Tes		

AGENDA ITEM		CONCLUSIONS/ACTIONS
1. Call to Order and Introductions	Janna called the meeting to order at 10am.	
2. Public Comment	George reminded the Committee that applications for the 2021 Action Plan grants were due by 5pm October 28.	
3. Consent: Approval of Minutes		Elaine made a motion to approve the minutes, seconded by Jeff. None were opposed and there were no abstentions. The motion was carried.
4. Action/Information/Discussion		
4.1 Discussion Item: Homeless Point in Time Count		
4.1.1 Discussion Item: Update on 2021 Point in Time Count and Survey	George reported that he and Laurel met with other CoCs (Continuums of Care) and a HUD (Department of Housing & Urban Development) representative in October. HUD have still not determined what they will require for the 2021 PIT (Point in Time) count. There are	

		suggestions that HUD will ask for a generic head count without demographic information or mandated surveys, but this is not confirmed.	
4.2 Discussion Item: Homeless Management Information System (HMIS)			
4.2.1	Discussion Item: Revised Form 815 – County of San Luis Obispo Multi-Agency Referral and Client Release of Information	George shared that the County is now using a revised 815 form (Multi Agency Referral and Release of Information). The new form now includes a box for HMIS (Homeless Management Information System) consent. Janna reported that there are now difficulties in selecting multiple referrals. George will follow up on this with Belinda Benassi from DSS (Department of Social Services). George clarified that HUD's requirements are for agencies to make clients aware of what will happen with their data, how to access the privacy notice, and to get consent for any use or disclosure of their data that is not listed in the privacy notice. HMIS standards do not specify the methods of consent that must be used. HMIS is not an open system, so data is not automatically shared with other agencies, but the 815 form should be used where data is shared with other agencies. The privacy notice should be included in all emails to clients. All HMIS users should have received an email about the new 815 form.	
4.2.2	Discussion Item: HUD (Department of Housing & Urban Development) Requirements for HMIS consent	Discussed above in item 4.2.1.	
4.2.3	Discussion Item: Warming Center projects in HMIS	George reported that all the winter warming centers are now in HMIS, with a project start date of November 1. This will be the first year that warming center data is collected in HMIS. The warming centers will be	

	set up as separate projects in HMIS. Jeff reported that ECHO (El Camino Homeless Organization) will be opening their warming emergency shelter in Paso Robles from November 1. The location is the Motel 6 that ECHO will be taking ownership of through HEAP (Homeless Emergency Aid Program) and Homekey funding. Janna reported that 5CHC (5Cities Homeless Coalition) does not yet have a location for their warming center, so are not sure about the start date. George stated that he can add the information into HMIS later when 5CHC does know.	George to follow up with Mimi at ECHO to ensure ECHO's warming center is set up in HMIS
4.3 Discussion Item: California Emergency Solutions Grant – Coronavirus (Round 2)	Laurel provided an update on the second tranche of California ESG-CV (Emergency Solutions Grant – Coronavirus) funding. The State is asking applicants to complete a Homelessness Response Local Investment Plan, providing details on funding sources, use and priority, broken down into activity areas e.g. non-congregate shelter, rental assistance and permanent supportive housing. Laurel shared a blank version of the Plan. The Committee agreed it would be good to have the plan updated and shared at each meeting. HCFC (California Homeless Coordinating and Financing Council) has advised that CoCs will need to be able to track activities. FEMA (Federal Emergency Management Agency) and HUD will likely come out to monitor, and CoCs will need to document what has been provided. Discussion of how this data can be collected was agendized for the next Finance & Data Committee meeting.	
4.3.1 Discussion Item: Advancing Racial Equity Application Questions	Laurel reported that HUD and the State have a focus on racial equity and access in the second round of ESG-CV funding. Applicants need to provide information on plans for reaching out to groups supporting underserved communities. Recipients will be required to measure grants by the race and ethnicity of people served, and the support they have received, compared to their proportion of the population.	

4.3.2 Discussion Item: Continuum of Care Outcomes by Race and Ethnicity data	Discussed above in item 4.3.1.	
4.4 Discussion Item: October HMIS Systems Administrators Call		
4.4.1 Discussion Item: 2019/ 2020 HUD Longitudinal Systems Analysis (LSA)	George shared that HMIS leads were required to submit two years of LSA (Longitudinal Systems Analysis) data this year, for fiscal years 2019 and 2020. The first step, which involved running an LSA report in HMIS and uploading it into the HUD Data Exchange, has been completed. The next steps involve being assigned a technical advisor to help with cleaning up any data issues, and reaching out to agencies to help with this. Final submission will be due at the end of December. Andrea and Sstoz reported that exit data is often an issue, as sometimes people leave programs and there is no way to get in touch with them. Social security is another issue as some people do not have a social security number or do not know theirs, and this shows as an error in the system. George responded that working through these issues will be part of the next steps, and this may involve talking to other CoCs and to HUD TA (Technical Assistance).	
4.4.2 Discussion Item: Tool to import HUD VA (Veterans Affairs) Supportive Housing (HUD-VASH) data	George reported that CoCs have been struggling to get data from HUD-VASH (Department of Housing and Urban Development– Department of Veterans Affairs Supportive Housing) programs into HMIS for years. This impacts what CoCs can report as their bed inventory. HUD has been working with the Department of Veterans Affairs (VA) since last year to work out a process for reporting HUD-VASH data in HMIS, and a new tool will be available in November through which VA medical centers will be able to send data to HMIS leads. There has been no demonstration of what this will look like yet. Janna suggested that George speak with Brandy Graham from CAPSLO about this.	

	George reported that Good Samaritans (Santa Barbara County) are not yet able to send client level data into HMIS, because they do not yet have client consent to share this data with SLO CoC's HMIS system. A data sharing Memorandum of Understanding may need to be drawn up. George to follow up with Dawn from Good Samaritans.	George to follow up with Dawn from Good Samaritans.
5. Future Discussion/Report Items	- Racial equity data (see above, item 4.3) - LSA (Longitudinal Systems Analysis) and Stella data - PIT (Point in Time) Count updates	
6. Next Meeting Date: November 25, 2020	Russ will send out a poll the week commencing November 16 checking that the Committee will be quorate.	
7. Adjournment	Janna adjourned the meeting at 11:20am.	

Conducting the 2021 Unsheltered PIT Count

To maximize safety but allow for sufficient data collection to understand basic trends among people experiencing unsheltered homelessness, HUD is providing the following flexibilities for the 2021 unsheltered PIT.

Safety Basics:

During the PIT count, adhere to the following COVID-19 safety basics.

- Decrease face-to-face interaction with clients
- Decrease the number of volunteers who need to work in physical proximity
- Provide personal protective equipment for volunteers
- Design volunteer processes that minimize close contact

Data Collection Considerations

Exception Allowance: HUD will allow CoCs to request an exception to some or all of the unsheltered PIT count requirements. CoCs can request an exception to only conduct a head count of people experiencing unsheltered homelessness (i.e., not data collection on demographics, subpopulation, or household characteristics) or to collect some but not all of the data elements HUD has required in the past count. CoCs that cannot conduct the full 2021 unsheltered PIT count must submit a request for an exception to William Snow (William.Snow@hud.gov) that describes:

1. Why the CoC cannot conduct a full unsheltered PIT count,
2. Whether the CoC is requesting an exception to some or all of the requirements of the unsheltered PIT count;
3. If the CoC is conducting a count, what exactly will be included in the count (e.g., a head count only); and
4. Other efforts they are taking to understand the needs of people experiencing unsheltered homelessness in their community.

CoCs do NOT need to submit an exception request if they plan on submitting the full unsheltered PIT count data but are changing their methodology. For example, if a CoC is shifting to an observation-based count or is changing their sampling methods, the CoC does not need to request an exception. CoCs that have questions about changes they want to make can review the guidance, attend office hours, or submit an Ask A Question (AAQ) via the HUD Exchange.

Methodology Change: CoCs can change their normal PIT count methodology to maximize safety during the PIT count. Choose a safe option for data collection:

1. *Observation-only Counts*: CoCs could choose to conduct blitz or observation counts late at night or early in the morning to identify the number of people sleeping in unsheltered situations. To minimize the potential for duplication this should be done in one day. However, in CoCs where the homeless populations do not move across boundaries within the CoC, CoCs could conduct observation counts over multiple days. For instance, if there are 2 counties in a CoC and people

experiencing homelessness don't tend to move across the two counties, the CoC could choose to conduct a count in one county on one night and another county the next night.

2. *Brief Survey Counts*: CoCs could choose to conduct a short survey with people in places not meant for human habitation to determine if a person was experiencing homelessness on the night designated for the unsheltered PIT count. For example, if a CoC chooses to use January 25 as its PIT count date, it could conduct this very short survey at any hour of the day over several days. To maximize safety, HUD does not recommend adding questions beyond those a CoC would need to de-duplicate and confirm that someone was experiencing homelessness on the night of the count. This survey could be limited to a person's name and housing status on the date of the count.

Longer Counting Timeframe: CoCs are generally limited to conducting their count in a 7-day window if they are using an interview approach and a 1- or 2-day period if they are using an observation approach. HUD will extend the allowable counting period to 14 days. For CoCs with larger geographies that have limited movement across the geography, the CoC could conduct observation count over several days. For CoCs using the brief survey, they could count up to 14 days instead of 7. Extending the count timeline to 14 days gives CoCs a longer timeframe to conduct the count with less reliance on volunteers. Anything longer than 14 days raises concerns about a person's ability to recall where they were sleeping on a given night.

Sampling: HUD encourages CoCs to use sampling to conduct their counts. Prior to the count, CoCs will need to identify areas that have different homeless population densities and group them accordingly (these groups are referred to as strata). This may be as simple as high density areas and low density areas or may include gradations of density. HUD will release guidance on sampling for more detail on how communities can approach the use of sampling to conduct the unsheltered count. HUD recommends that CoCs work with statistical experts (e.g. university staff) to develop, implement, and analyze the count.

HMIS or Other Unsheltered Data: Some CoCs currently collect data on the unsheltered population throughout the year. These data may be collected in their Homeless Management Information System (HMIS) or in another database. CoCs that use a complete by-name-list, or active list, that frequently update their list (at least monthly) could use that data in lieu of conducting an unsheltered PIT count. CoCs that choose to do this should consider when they last updated their data and how complete their outreach is to areas that do not traditionally have people experiencing homelessness. CoCs desiring to use these data will need to send an email to William Snow (William.Snow@hud.gov) stating what data they want to use and demonstrating why they believe the data accurately reflects the unsheltered population, including persons in all subpopulation groups experiencing unsheltered homelessness. For instance, the CoC could run the data on the date of the last unsheltered PIT count and demonstrate the total result was within 5 percent of the unsheltered PIT count reported to HUD in that year.

Mobile Counting Applications: For the past several years, several CoCs have used mobile technology to complete their unsheltered PIT counts. The mobile technology has allowed greater planning using GIS to regularly update where people are sleeping. Mobile technology requires less physical interaction with other people. CoCs that use mobile technology do not need to distribute printed maps or surveys

to volunteers. Rather, volunteers can download the mobile application at home on their personal device and use that for the count. Mobile applications generally have a resource section that volunteers can use as a refresher on how to safely and accurately count. Mobile applications often allow quick feedback for CoCs to determine if data are complete.

Other Considerations

Remote PIT Count Training: To limit social interactions, HUD recommends that CoCs maximize use of remote training options. This allows volunteers to train on the own time, at their own pace, and in their own space. However, it increases the likelihood that volunteers will not pay full attention or fully absorb the material. To increase the effectiveness of remote training options HUD recommends CoCs:

1. *Keep the training under 20 minutes*. With the other modifications listed above, a 20-minute training that focuses on safely identifying people experiencing homelessness and how to submit the collected data is feasible.
2. *Include a short quiz*. The quiz should be short (no more than 5 questions) and not be difficult. The CoC should give the volunteer the correct answers, with an explanation for why the answer was correct, and allow a volunteer to take the quiz unlimited times.
3. *Provide a point of contact*. The CoC should provide a point of contact who can answer questions about how and where to count.

Volunteers: Conducting unsheltered PIT counts in many CoCs requires a large number of volunteers. Many CoCs rely on volunteers that are 55 and older as well as post-secondary students, which are less likely to participate due to the COVID-19. HUD discourages CoCs from using volunteers that are at high risk of contracting COVID-19, including persons age 65 or older, to physically count. If your CoC has people that want to volunteer but are in a high risk group, HUD encourages you to determine if there are other ways to use their services that minimize their exposure (e.g., entering data from surveys collected), or to politely decline their assistance this year. Also, many colleges and universities are allowing virtual learning which is limiting the number of students in communities that would ordinarily participate in the counts. CoCs can still reach out to their local colleges and universities to see if there is a way to mobilize students that are studying virtually. Communities are encouraged to engage their volunteer bases, taking into consideration those groups that are considered higher risk populations. Remote trainings and physical distancing may mean new volunteers may express interest in participating.

Homeless Service Provider Staff: Many homeless service providers are understaffed and have maximized their current staff capacity. If an unsheltered PIT count is conducted, CoCs will likely rely heavily on homeless service provider staff to serve as enumerators. Homeless service providers could partner to coordinate multi-day counts, leveraging the work they are already doing with unsheltered populations to understand where people were sleeping on the night of the count. This additional requirement to count may be too much for providers that simply cannot take on another task.

Personal Protective Equipment (PPE): CoCs conducting counts will need to ensure that all volunteers have some PPE. CoCs should ask all volunteers to bring masks and wear them for the duration of the

count and other volunteer efforts. CoCs should be prepared to provide masks to all volunteers as well as hand sanitizer. HUD recommends that all volunteers conducting the count bring masks to provide to those they are interviewing. In areas that have high to moderate COVID-19 cases, HUD recommends that CoCs supply N95 masks to all persons involved in the count. Depending on the level of community transmission of COVID-19, CoCs should consider whether to also provide gloves, face shields, N95 masks, or other PPE. CoCs will have to work with their local public health authority to ensure they provide adequate PPE for conducting a safe count.

Social distancing: CoCs will need to conduct counts in compliance with social distancing principles which recommends remaining at least 6 feet apart. CoCs should create small counting teams, with only two or three volunteers per team. These teams should maintain at least six feet from one another other as well as people experiencing homelessness.

Health precautions: To prevent the risk of spreading COVID-19, CoCs should recommend that any volunteer be tested for COVID-19 prior to participation in the count no more than 7 days prior, or at least screen for symptoms and check temperatures. CoCs should encourage volunteers to stay home if they have any symptoms and plan for volunteer absences. CoCs should also recommend volunteers observe for symptoms for up to 14 days after the count and consider getting tested for COVID-19. Many states and communities have created contact tracing applications so that people understand who they have come in contact with in the event they, or someone they interacted with, tested positive for COVID-19. CoCs should consider requiring or at least suggesting that enumerators download that application if one is available in the jurisdiction they are counting in.

Partnerships: CoCs should work closely with public health and health care partners to conduct the PIT count. Partnering with Health Care for the Homeless providers and the public health authority will give CoCs needed insight about safely conducting the unsheltered PIT count and may provide additional access to health resources to conduct the count.

HUD is committed to keeping people experiencing homelessness and those who serve them safe. HUD also feels that understanding basic trend data on unsheltered homelessness is critical to enhancing our ability to better address this important population.

HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
FINANCE AND DATA COMMITTEE
ACTION ITEM
November 30, 2020

AGENDA ITEM 4.1.2

ACTIONS REQUIRED: 1. Vote to use an Observation count combined with a sampling methodology for obtaining demographic and survey information for unsheltered data, and 2. Vote to approve January 25, 2021 as the date for the 2021 Point in Time Count.

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 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. HUD also uses data from the Point in Time count, together with data from the County's Homeless Information Management System, to measure the County's performance against other CoCs in addressing homelessness. Additionally, the count has been used by the State of California 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).

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, using the unsheltered data from the prior year while still conducting a new count of sheltered homeless persons. 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 alternating 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, where representative samples are taken and the data is then used to make estimates about the overall population. HUD has indicated a complete census is the preferred methodology for the overall count.

San Luis Obispo County CoC has in prior years used a census methodology to determine the overall count, while using a sampling methodology to obtain demographic and other information, such as services usage. The benefit to a census count is that such a count more fully covers the entire county and is less subject to sampling errors.

At the same time, given the size of the area to be covered and the number of persons to be interviewed, the CoC has previously opted to use a sampling approach to collect demographic and other client-level information. 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 compared to what would have been utilized for a complete coverage methodology for the survey.

In prior years, the County has contracted with an outside vendor to design and assist the count implementation, as well as to compile the statistical data and produce a report analyzing the results. The vendor ensured that the methodology used to conduct the count was consistent with the requirements promulgated by the U.S. Department of Housing and Urban Development (HUD).   The County Department of Social Services provided planning and operational support, with assistance from CoC subrecipient agencies and their clients.

On January 15, 2020, the Full HSOC voted 1) to 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.

On July 8, 2020, the County Department of Social Services released a Request for Proposals for an outside vendor to design and assist with the count implementation, and to report on and analyze the results. Applied Survey Research (ASR) was selected as the vendor for the 2021 Point in Time Count.

On November 16, 2020, HUD released updated guidance on conducting the unsheltered 2021 Point in Time Count. Due to the challenges created by COVID-19, HUD knows that the unsheltered count will not resemble unsheltered PIT counts of the past. The purpose of the 2021 unsheltered PIT count is to collect information about how the number of unsheltered homeless people has been impacted by COVID-19. HUD believes this will be valuable for CoCs and for national partners to understand how homelessness has generally changed and what additional efforts or resources may be needed. HUD recognizes that this data will

not be comparable to past counts – however, it will provide information about whether unsheltered homelessness has increased or decreased in different types of communities.

Exception Allowance: HUD will allow CoCs to request an exception to some or all of the unsheltered PIT count requirements. CoCs can request an exception to only conduct a head count of people experiencing unsheltered homelessness (i.e., not data collection on demographics, subpopulation, or household characteristics) or to collect some but not all of the data elements HUD has required in the past count. CoCs that cannot conduct the full 2021 unsheltered PIT count must submit a request for an exception.

Methodology Change: CoCs can change their normal PIT count methodology to maximize safety during the PIT count. CoCs can choose one of the following safe options for data collection:

1. **Observation-only Counts**: CoCs could choose to conduct blitz or observation counts late at night or early in the morning to identify the number of people sleeping in unsheltered situations. To minimize the potential for duplication this should be done in one day. However, in CoCs where the homeless populations do not move across boundaries within the CoC, CoCs could conduct observation counts over multiple days.

2. **Brief Survey Counts**: CoCs could choose to conduct a short survey with people in places not meant for human habitation, to determine if a person was experiencing homelessness on the night designated for the unsheltered PIT count. For example, if a CoC chooses to use January 25 as its PIT count date, it could conduct this very short survey at any hour of the day over several days. To maximize safety, HUD does not recommend adding questions beyond those a CoC would need to de-duplicate and confirm that someone was experiencing homelessness on the night of the count. This survey could be limited to a person's name and housing status on the date of the count.

Longer Counting Timeframe: CoCs are generally limited to conducting their count in a 7-day window if they are using an interview approach and a 1- or 2-day period if they are using an observation approach. HUD will extend the allowable counting period to 14 days. For CoCs with larger geographies that have limited movement across the geography, the CoC could conduct its observation count over several days. For CoCs using the brief survey, they could count for up to 14 days instead of 7. Extending the count timeline to 14 days gives CoCs a longer timeframe to conduct the count with less reliance on volunteers. Anything longer than 14 days raises concerns about a person's ability to recall where they were sleeping on a given night.

Sampling: HUD encourages CoCs to use sampling to conduct their counts. Prior to the count, CoCs will need to identify areas that have different homeless population densities and group them accordingly (these groups are referred to as strata). This may be as simple as high density areas and low density areas or may include gradations of density. HUD will release guidance on sampling for more detail on how communities can approach the use of sampling to conduct the unsheltered count. HUD recommends that CoCs work with statistical experts (e.g. university staff) to develop, implement, and analyze the count.

Action Item 4.1.2:
1. Vote to use an Observation count combined with a sampling methodology for obtaining demographic and survey information for unsheltered data.
2. Vote to approve January 25, 2021 as the date for the 2021 Point in Time Count.

BUDGET/FINANCIAL IMPACT:

The HSOC vote is advisory and will have no immediate financial impact. The contract with ASR is for $76,700. The County budgeted $72,000 in General Fund Support for the 2021 Point in Time Count. The remaining $4,700 will be expended to the FY2019 HUD CoC Planning Grant.

STAFF COMMENTS:

Staff recommends that this item be adopted.

2021 San Luis Obispo County Point-in-Time Count Volunteer Registration

Thanks for your interest in volunteering! This year, in the midst of the COVID-19 pandemic, like everything else in our lives, the Point-in-Time (PIT) will look a bit different as we seek to ensure the safety of our volunteers and those experiencing homelessness.

We know the following is quite a bit of information, but please take a few minutes and carefully read everything. We promise by taking these few minutes on the front end, you'll save tons of time and energy later on.

In order to volunteer, we ask that you please sign up with **ONLY members of your household/social pod** to ensure everyone's safety. Only one member per team (your Route Team Captain) needs to sign up for the event. Here are the steps:

Grab your Route Team's email addresses (2-3 people) and have your Captain register your team of 2-3 people. Register your household/social pod to volunteer below. Prior to XXXXXXX, you'll receive a link to download the smartphone app we'll be using and a link to a short training. Please download the app and complete the training during the indicated

timeframe. On the day of the count, your Route Team will hop in the car and drive your route during the designated window, using the smartphone app to do a visual tally count of those you see. Don't worry! You'll get virtual training on how to download and use the app. The app automatically reports everything you see back to our researchers, allowing you to remain in your vehicle and visually count everything from a safe, socially distanced place. One person in the vehicle will drive while one or more others reports on the phone things they see like tents, people sleeping, etc. You'll drive a special route designate to your team and report everything you see during a four-hour window. Celebrate! Once you cover your entire route visually you will report into your County coordinator/organizer who will check to ensure you uploaded everything correctly and you have nothing supplemental to report - then you're done! Thanks for participating.

Things you'll need for the count:

- A charged smartphone
- A vehicle
- The knowledge you're doing important work!

Volunteers will be asked to work in teams and drive all assigned routes from approximately 5:00AM to 9:00AM on the morning of TBD.

For questions, please contact shannon@appliedsurveyresearch.org or call (877) 728-4545.

Discussion Item 4.1.3

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