

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)  
EXECUTIVE COMMITTEE MEETING MINUTES**

**Date**

April 19, 2023

**Time**

1pm-2:30 pm

**Location**

Rm 356, County of SLO Department of Social Services  
3433 S. Higuera St., San Luis Obispo, CA 93401

**Members Present**

Susan Funk  
Mark Lamore  
Jack Lahey  
Elaine Archer

**Absent Members**

Steve Gregory

**Staff and Guests**

Erica Jaramillo  
George Solis  
Joe Dzvonik  
Laurel Weir  
Merlie Livermore  
Russ Francis  
Dawn Ortiz-Legg  
Janna Nichols  
John Lynch  
Skylar Caldwell

**1. Call to Order and Introductions**

Susan called the meeting to order at 1:02 pm. Introductions were made by those present during the meeting.

## **2. Public Comment**

None.

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

Mark proposed the minutes to be approved, Jack seconded. Elaine abstained. Roll called and minutes were approved.

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

### **4.1. Discussion Item: Update on Initiatives from Counties and Cities Regarding Homelessness**

#### **4.1.1. Discussion Item: Report from County Staff**

##### **4.1.1.1. Discussion Item: Update on Homeless Services Division Staffing**

Laurel introduced Erica Jaramillo as the new Continuum of Care Program Manager. She also announced the hiring of Kari Howell as the new HMIS Program Manager. Joe mentioned that the following Monday, the new Media and Communications Program Manager will be joining the Homeless Services Division as well.

##### **4.1.1.2. Discussion Item: Upcoming Briefing to the Board of Supervisors**

Joe shared that part of his presentation to the Board of Supervisors would include an update on the progress Homeless Services Division has achieved since its formation. He will also provide an update on the Five-Year Plan, a brief overview on the HMIS project, a breakdown of how much funding the County has for its programs, an update on the Oklahoma Parking site and, also to present a couple of budget augmentation requests. He will also articulate the CSAC (California State Association of Counties) attempt to create a statewide strategy as a new approach to deal with homelessness in California.

##### **4.1.1.3. Discussion Item: Continuum of Care Bonus Funding**

Laurel shared that because of the HUD (US Department of Housing and Urban Development) bonus funding that the SLO County CoC was awarded,

Lumina Alliance is getting \$145,170 to fund its Rapid Rehousing program while CAPSLO (Community Action Partnership of San Luis Obispo) is receiving an additional \$72,585 for its Coordinated Entry program.

#### **4.2. Discussion Item: Continuum of Care (CoC) Administration**

With the goal of saving resources, it was agreed during the meeting that instead of printing several copies, only a limited number of printed agenda packets will be available at the HSOC meetings. Members can also print and bring their own copies.

Erica, as the new CoC Program Manager, shared a little bit of her background working as a policy manager for the Los Angeles Homeless Services Authority (LAHSA).

Laurel also shared about the implementation of Brown Act amendments allowing for members to participate in meetings for Just Cause or emergency reasons. She mentioned that the provisions of AB 361, which amended the Brown Act to allow public meetings to be conducted remotely, ended on February 28, 2023. Since the meetings are now back to in-person meetings, committee members can still participate remotely provided they meet one of the just cause reasons, defined as: dealing with a family childcare or caregiving need; a contagious illness; a need related to a physical or mental disability that is not otherwise accommodated; or travel while on official business related to the work of the legislative body. Members must apply and fill out a form which will then be submitted to HSOC CoC Staff. Once approved, this form allows members of the full HSOC and its committees to participate remotely in meetings.

#### **4.3. Implementing Five-Year Plan Line of Effort 1 - Create Affordable and Appropriately Designed Housing Opportunities and Shelter Options for Underserved Populations**

##### **4.3.1. Discussion Item: Housing Pipeline – Comparison of What we Have in the Pipeline Compared to 5-Year Plan**

Laurel presented a quick update regarding comparison of what is in the pipeline compared to the 5-Year Plan. She mentioned that Joe will be providing a more detailed and very specific report when he presents it to the Board of Supervisors meeting on May 2. Laurel shared that by the end of next year, there will be at least 400 low- income housing units on line. She also mentioned Janna's Cabins for Change that has 20 units for interim

housing. Laurel also shared that the County is submitting an Encampment Resolution Fund (ERF) application for more additional units. Additionally, Laurel also shared about the Pismo Terrace housing project in Pismo Beach. This location has set aside some units for permanent supportive housing for people experiencing homelessness as well as housing for the youth population. Similarly, the Templeton Place property in Templeton has some units that will be set aside for homeless veterans.

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

##### **4.4.1. Grants Update**

##### **4.4.1.1. Discussion Item: Memorandum of Understanding with the County regarding Administration of Homeless Housing, Assistance, and Prevention (HHAP) Round 4 Funding**

Laurel explained that for HHAP 4, the State has approved two separate grants (for the County and the CoC) and is requiring a Memorandum of Understanding to establish funding accountability by the end of May.

##### **4.4.2. Discussion Item: Update on Developing Universal Grant Review Scoring Criteria**

Laurel reported that the staff had a preliminary conversation with the Finance & Data Committee last month. The staff has been developing core components on how to score grant applications. These core components are relevant, so providers understand what the requirements are in applying for certain grants. Once drafted, the scoring criteria will be sent for review to the Finance & Data committee and then will be presented to HSOC. Some of the ideas and suggestions from the discussion included having the opportunity to debrief after awarding the grants. This will help with reviewing the application and how it may be improved and strengthened for future applications.

#### **4.5. Implementing Five-Year Plan Line of Effort 5 – Strengthen Regional Collaboration**

##### **4.5.1. Action Item: Recommend that the Homeless Services Oversight Council Concur in or Comment on the Board of Supervisors'**

**Statement regarding the AT HOME Plan and possible adoption of the Plan as Part of the County's Legislative Strategy**

Laurel provided a brief overview of the AT HOME Plan and how it aligns with the County's Five-Year Plan lines of effort. It was suggested to contact CSAC (California State Association of Counties) to have a live presentation of the AT HOME pillars to HSOC. The Executive Committee has also agreed to support the cooperation in the spirit that the CSAC has raised in the plan and recommend reviewing and adopting complete resolution of support. Jack initiated the motion to be approved. Mark seconded, roll called, and the motion passed.

**4.6. Discussion Item: Committee Reports**

Laurel reported that HUD released a Notice of Funding Availability (NOFA) for a new grant called Youth Homeless Demonstration Program. This is a very competitive program, and the staff is looking into applying for the grant. One of the requirements for this grant is to establish a Youth Advisory Board.

Mark reported that the Finance & Data Committee is moving ahead with the HMIS platform and will be starting to interview vendors. He also mentioned that the staff will come back with recommendations to make the grant review process more transparent.

Jack shared that the Services Coordinating Committee is focusing on the Medicaid recertification process. He also mentioned that a summary report regarding the Warming Center and how many people it has served was requested during their last meeting. He also mentioned restructuring the Committee, possibly moving the meetings into a monthly format.

There was no report from Elaine from the Housing Committee.

**5. Future Discussion/Report Items**

None.

**6. Next Regular Meeting: June 21, 2023**

**7. Adjournment**

The meeting was adjourned at 3:03 pm.