

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
COORDINATED ENTRY COMMITTEE MEETING MINUTES**

Date

February 5, 2024

Time

1pm-2:46 pm

Location

Room 356, Department of Social Services
3433 S. Higuera, San Luis Obispo, CA 93403

Members Present

Jack Lahey
Janna Nichols
Jane Renahan
Morgan Torell
Lawren Ramos
Mark Lamore
Scott Collins
Susan Lamont
Wendy Lewis

Members Absent

Linda Belch
Lisa Fraser
Wendy Blacker

Other Attendees

Abby Burgess
Derek Ferree
Erica Jaramillo
Josh Peters
Jeff Al-Mashat
Kate Bourne
Laurel Weir
Lauryn Searles
Merlie Livermore
Russ Francis
Skylar Caldwell
Staci Dewitt

1. Call to Order and Introductions

Jack Lahey called the meeting to order at 1pm. Introductions were made.

2. Public Comment

No public comment.

3. Action/Information/Discussion

- 3.1. Implementing Five-Year Plan Line of Effort 3 – Improve and expand data management efforts through HMIS and coordinated entry system to strengthen data-driven operational guidance and strategic oversight
 - 3.1.1. Information Item: Overview of the structure and purpose of the Coordinated Entry Committee
Jack Lahey presented slides showing the purpose, structure, and membership of the ad hoc committee.
 - 3.1.2. Discussion Item: Review current policies and procedures for the San Luis Obispo County Coordinated Entry System (SLO CES)
Jack Lahey started the discussion by showing a slide of some feedback from members regarding their thoughts on the Coordinated Entry System. Lauryn Searles shared that the goal is to review the policies and procedures every year, and establish a development plan with Policies and Guidance documents which will mirror the structure of documents provided by HUD (U.S. Department of Housing and Urban Development).
 - 3.1.3. Discussion Item: Framework for policy development process
Erica Jaramillo presented slides for this discussion item. Lauryn Searles followed by sharing the current capacity of the Coordinated Entry System.
- 3.2. Action Item: Vote on a regularly occurring meeting time
A motion to approve meeting every 4th Wednesday of each month at 11am beginning March 27 was made by Jack Lahey. Wendy Lewis seconded the motion. The motion passed unanimously via roll call of members.

4. Future Discussion/Report Items

None presented.

5. Next Regular Meeting: March 27, 2024

6. Adjournment

Jack adjourned the meeting at 2:46pm.