

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

Date

July 24, 2024

Time

11:06 am-12:36 pm

Location

Room 356, Department of Social Services
3433 S. Higuera, San Luis Obispo, CA 93401

Members Present

Jack Lahey
Janna Nichols (Zoom)
Lawren Ramos
Lisa Fraser
Liz Smith (alternate for Jane Renahan)
Mark Lamore
Morgan Torell
Scott Collins
Susan Lamont
Wendy Blacker

Members Absent

Wendy Lewis

Other Attendees

Erica Jaramillo
Jeff Al-Mashat
Kate Bourne
Laurel Weir
Merlie Livermore
Russ Francis

1. Call to Order and Introductions

Jack Lahey called the meeting to order at 11:06 am. Wendy Blacker of 805 Street Outreach introduced herself to the group. Other attendees introduced themselves as well.

2. Public Comment

Scott Collins shared that the Anderson Hotel in downtown San Luis Obispo will begin leasing up in September/October of this year. Two-thirds of the units are allotted for the homeless, graduated income-level tenants and disabled individuals. Scott mentioned that there will on-site property manager, maintenance and case managers. There are 66 units plus two manager units for this building.

3. Consent: Approval of Minutes

Minutes from April and June were attached to the agenda packet. Mark Lamore moved the motion to approve the minutes, seconded by Liz Smith. Abstained: Wendy Blacker and Susan Lamont. Minutes were approved via voice vote.

4. Action/Information/Discussion

4.1. Information Item: Committee Updates

Jack Lahey shared that meeting attendance is important. He mentioned the struggle of the committee in making quorum. He encouraged those who are not able to attend the meeting to send in their alternates. He also shared that the Committee still needs one member to fill in the person with lived experience representation.

Laurel Weir briefly shared about funding specifically for permanent supportive housing units. This funding is focused on construction rehabilitation. The projects must come on line within 36 months. Applications must come through the CoC and submitted to grants.gov. Recommended applicants will be presented to the HSOC meeting in September.

Laurel also mentioned that there might be an HSOC August special meeting for NOFO (Notice of Funding Opportunity), depending on when the announcement comes out. (An email will be sent out once the information is available.

Jack Lahey also added that the Executive Committee approved the formation of a Grants Review Process-workgroup.

4.2. Discussion item: Update on Current Coordinated Entry System Activities

Jack Lahey presented slides showing enrollment information in CE and community queue. Among the topics that came up during the discussion included what can be done if an organization's data (as in Wendy Blacker's group) are still not in the Coordinated Entry and HMIS system. There was also the mention of a lot of individuals specifically those in the Santa Maria riverbeds who have been falling through the cracks and not counted in the system. Janna Nichols asked the question of the possibility of pulling something from the Bell Data report regarding the length of time of stay of clients. Kate Bourne shared that they might be able to look at the historical data regarding length of time of stay and length of time being homeless.

4.3. Action Item: Approve Universal Principles for Coordinated Entry

Jack Lahey referred to the CE Universal Principles and mentioned the difference from the last draft. Mark Lamore made a motion to approve the presented Universal Principles, seconded by Scott Collins. Roll was called, and the motion passed.

4.4. Discussion Item: Coordinated Entry Access Policy

Jack Lahey led the slides presentation and discussion on the Policy Development Process. He mentioned that there will be an action to vote on the CE access policy in the committee's meeting in October.

Erica Jaramillo presented slides of examples of Access Policies applications and of Universal Principles and Guidance for Access.

5. Future Discussion/Report Items

- How to develop a workflow in the matching process for the community queue
- Look at by-name list to get a sense to where the clients are falling

6. Next Regular Meeting: August 28, 2024

7. Adjournment

Jack Lahey adjourned the meeting at 12:36 pm.