



**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
Data & Performance Committee Meeting Agenda**

June 25, 2024, 9:00am

Committee members must participate in person (except for just cause reasons, or personal emergency reasons approved by the HSOC):

Room 356, County of San Luis Obispo Department of Social Services,
3433 South Higuera St, San Luis Obispo, CA 93401

Approved members with just cause reasons and the public may participate by Zoom video call:

<https://us06web.zoom.us/j/82559119711?pwd=u6jB10nj9lbbvbwkHyAWpXF6e7faOE.1>

Or dial in:

+1 669 444 9171

Meeting ID: 825 5911 9711

Passcode: 156527

1. Call to Order and Introductions
2. Public Comment
3. Consent: Approval of Minutes
4. Action/Information/Discussion
 - 4.1. 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
 - 4.1.1. Homeless Management Information System (HMIS)
 - 4.1.1.1. Information Item: HMIS Upgrade Activities Update
 - 4.1.1.2. Information Item: HMIS System Administrators Monthly Call Report
 - 4.1.1.3. Discussion Item: Data Quality – Eva Reporting
 - 4.1.1.4. Discussion Item: HMIS Monitoring
 - 4.1.2. Information Item: Data Workgroup



- 4.1.3. Information Item: Grant Review Process Working Group
- 4.1.4. Information Item: PIT (Point in Time) Count Final Report
- 4.1.5. Discussion Item: PIT (Point in Time) Count Report
5. Future Discussion/Report Items
6. Next Regular Meeting: July 23 at 9 AM
7. 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-division/homeless-services-oversight-council>

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
FINANCE AND DATA COMMITTEE MEETING MINUTES**

Date

May 28, 2024

Time

9:00am-10:45am

Location

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

Members Present

Carrie Collins
Christy Nichols
Janna Nichols
Kathy McClenathen
Lauryn Searles
Mark Lamore
Michael Azevedo (alternate for Janna Nichols)
Sstoz Tes

Members Absent

Janna Nichols
Jessica Thomas
Mimi Rodriguez
Kate Swarthout

Staff and Guests

Abby Burgess
Derek Ferree
Erica Jaramillo
Jasmine Smith
Jeff Al-Mashat
Kari Howell
Kate Bourne
Laurel Weir
Merlie Livermore
Russ Francis
Skylar Caldwell
Staci Dewitt
Suzie Freeman

1. Call to Order and Introductions

Mark Lamore called the meeting to order at 9:00am. No introductions were made.

2. Public Comment

No public comment was presented.

3. Consent: Approval of Minutes

Carrie Collins moved the motion to approve the minutes. Kathy McClenathen seconded the motion. All were in favor. Minutes passed via voice vote.

4. Action/Information/Discussion

4.1. 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

4.1.1. Action Item: Vote to Propose Establishing a Data Workgroup as an Ad Hoc Subcommittee of the Data & Performance Committee

Abby Burgess presented a brief demonstration and overview of data and types of reporting that can be done with the establishment of a data workgroup.

Kathy McClenathen made a motion to approve the establishing of a work group. Michael Azevedo seconded. All voted in favor via roll call.

4.1.2. Homeless Management Information System (HMIS)

4.1.2.1. Information: HMIS Upgrade Activities Update

Kate Bourne shared that they have the custom services file imported to live last week. This will be followed by the migration of custom notes section, user script, and Coordinated Entry prioritization script, with the anticipated completion date of June 28. Once this is completed, Kate shared that they will be ready in scoping out the Phase 2 of the HMIS migration and expansion project.

4.1.2.2. Information Item: HMIS System Administrators Monthly Call Report

Kate Bourne announced that HUD's (U.S. Department of Housing and Urban Development) HMIS Data Analytics On-Demand Course starts on July 22.

In addition, Kate mentioned the upcoming NHSDC (National Human Services Data Consortium) event to be held in Oregon in October.

4.1.2.3. Information Item: HDIS (Homeless Data Integration System) Connect for HMIS System Administrators in California

Kari Howell mentioned the May 8 session focused on how data standards changes have impacted local policies, specifically presenting data to local stakeholders. There was a robust roundtable that provided discussion and sharing of experiences regarding the use of Clarity Human Services with other system administrators. Kari additionally shared that they also talked about the race and ethnicity reporting statewide. The next bi-monthly call is scheduled in July.

4.1.2.4. Information Item: Coordinated Entry Integration in HMIS

Kate Bourne shared that there has been a lot of work going on to align Coordinated Entry, including bringing in the Veterans by- name list as well. The reports are in progress and getting finalized.

5. Future Discussion/Report Items Exchange

- Grant Selection Committee process
- PIT (Point in Time) Count Final Data

6. Next Regular Meeting

June 25, 2024, at 9:00am

7. Adjournment

Mark Lamore adjourned the meeting at 10:10 am.