



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

July 23, 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/85652327160?pwd=oE7taXCtEa7RbFejHShl5aD5AAwowW.1>

Or dial in:

+1 669 444 9171

Meeting ID: 856 5232 7160

Passcode: 425687

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. Information Item: HDIS (Homeless Data Integration System) Connect for System Administrators Report
 - 4.1.1.4. Discussion Item: HMIS Monitoring
 - 4.1.1.5. Information Item: ICA (Institute for Community Alliances) Site Visit



- 4.1.2. Information Item: Data Workgroup
- 4.1.3. Information Item: Grant Review Process Working Group
- 5. Future Discussion/Report Items
- 6. Next Regular Meeting: August 27 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)
DATA and PERFORMANCE COMMITTEE MEETING MINUTES**

Date

June 25, 2024

Time

9:00 am-10:45 am

Location

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

Members Present

Carrie Collins
Christy Nichols
Janna Nichols
Kate Swarthout
Lauryn Searles
Mark Lamore
Stoz Tes

Members Absent

Jessica Thomas
Kathy McClenathen
Mimi Rodriguez

Staff and Guests

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

1. Call to Order and Introductions

Mark Lamore called the meeting to order at 9:06 am. Abby Burgess introduced Janel Fletcher from the Institute for Community Alliances (ICA).

2. Public Comment

Christy Nichols shared that the next and last round of Housing and Homelessness Incentive Program (HHIP) grant funding application will open on July 1 and applicants only have one month to apply.

Lauryn Searles reported that the HSOC Coordinated Entry Committee hosted the first of its multiple workgroups focused on understanding how the community interacts with homeless prevention.

3. Consent: Approval of Minutes

Janna Nichols moved the motion to approve the minutes. Christy Nichols 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. Homeless Management Information System

4.1.1.1. Information: HMIS Upgrade Activities Update

Kate Bourne shared that as of June 6, the Custom Notes file has completed its migration from the Bell Data Systems. At the end of October, Kate also mentioned that access to the Bell Data Systems will no longer be available.

4.1.1.2. Information Item: HMIS System Administrators Monthly Call Report

Kate Bourne shared that there were no calls because of the Juneteenth holiday.

4.1.1.3. Discussion Item: Data Quality – Eva Reporting

Kate Bourne shared that data quality report was mentioned in Abby Burgess' presentation in May. Kate also mentioned that since the data migration from the Bell Data Systems is done, this is the time to resume data quality emails, some of which were sent out to the agencies prior to migration, with the files from Eva recording the various quality errors that were captured.

4.1.2. Information Item: Data Workgroup

Kate Bourne shared that an email was sent for an interest survey for the data workgroup. The purpose for this workgroup is to look at HMIS and other sources of data to discuss how to present data to this committee, other committees and the public. Kate also mentioned that this will not be a Brown Act body.

4.1.3. Information Item: Grant Review Process Working Group

Laurel Weir shared that the Executive Committee met last week and HSOC Chairperson Michelle Shoresman is in the process of appointing members to the Grants Review Committee. This group will be meeting in July.

4.1.4. Information Item: PIT (Point in Time) Final Report

Kari Howell shared the PIT Count Community Report that went public June 3. Since the preliminary report's presentation in April, the data has gone through a complete verification process. In the published Community Report, data showed that there were a total of 1,175 people experiencing homelessness in the San Luis Obispo County, including 800 unsheltered people identified.

4.1.5. Discussion Item: PIT (Point in Time) Count Report

Janna Nichols of 5 Cities Homeless Coalition shared a concern regarding the accuracy of data in one community. According to Janna, it is important to note that because the survey used the GPS coordinates as the location of the individual, they had a lot of surveys taken at their access center in Grover Beach and at the Grover Beach People's Kitchen. This then reflected an increase in the count of people in Grover Beach who are not necessarily experiencing homelessness in Grover Beach, and if homeless, may not be necessarily staying in Grover Beach. She stated that the challenge is since the survey does not accurately reflect where someone is sleeping, it could misinform the public about who is homeless in the location of survey.

Mark Lamore asked if there is a way to ask the location where a person sleeps. Kari Howell shared that this can be added as an additional question for the next survey to help in extending the verification process.

Christy Nichols asked if the latest PIT Count data affects Homeless Housing, Assistance and Prevention (HHAP) funding since the numbers went down from two years ago. Laurel Weir responded by sharing that PIT Count data is used in different ways for different grants. For the United States Department of Housing and Urban Development (HUD) Continuum of Care application coming out this summer, the PIT count data is part of the system performance measures. Laurel mentioned that having a decrease in the numbers will earn our CoC an extra point. For the HHAP application, Laurel shared that they use the PIT Count in their formula allocations, so it is likely that funding amount will go down relative to what it would have been if the count stayed steady.

5. Future Discussion/Report Items

- Is there a list of low-income housing/affordable housing in the area
- Housing Consortium meetings and HSOC collaboration

6. Next Regular Meeting

July 23, 2024, at 9:00 am

7. Adjournment

Mark Lamore adjourned the meeting at 10:36 am.