

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

Date

February 27, 2024

Time

9:00am-10:10am

Location

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

Members Present

Brandy Graham
Christy Nichols
Janna Nichols
Jessica Thomas
Kate Swarthout
Lauryn Searles
Mark Lamore
Sstoz Tes

Members Absent

Carrie Collins
Kathy McClenathen
Mimi Rodriguez

Other Attendees

Abby Burgess
Diana Howard
Derek Ferree
Donna Howard
Erica Jaramillo
Jeff Eckels
Kate Bourne
Kari Howell
Laurel Weir
Merlie Livermore
Russ Francis
Staci Dewitt

1. Call to Order and Introductions

Mark Lamore called the meeting to order at 9:00am. Introductions were made by those present at the meeting.

2. Public Comment

No public comments.

3. Consent: Approval of Minutes

Janna Nichols moved the motion to approve the minutes. Lauryn Searles seconded the motion. Voice votes were taken. Minutes passed.

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 Discussion Item: HMIS Upgrade Activities Update

Kate Bourne shared that HMIS is currently in its blackout period, with the expected go-live with the new HMIS Bitfocus Clarity Human Services next Monday. She mentioned that on Thursday, they had the sign off for the transformations and scripts with BitFocus and this is expected to be completed this Friday. Kate added that training is simultaneously going on in the learning management system. Starting next week, the team is planning on holding office hours from 3pm-4pm, Monday through Friday, for two full weeks. Kate also reported that they are starting their custom data elements (e.g. Cencal IDs, some custom health information) migration as soon as the new system goes live. The team is also continuing discovery with some of the agencies on their process for entry into HMIS. In addition, Abby Burgess shared that there are a couple of post migration scripts that are not custom, that will either correct information or update some data.

4.1.1.2 Information Item: Continuum of Care System Performance Measures

Kate Bourne reported that systems performance measures for HUD are due March 15. She referred to Attachments 4.1.1.2 A & B as she reported on the measures presented for Fiscal Years 2022 & 2023.

4.1.1.3. Discussion Item: HMIS System Administrators Monthly Call Report

Kari Howell mentioned that System Administration calls happen every 3rd Wednesday of each month. Kari also shared some latest updates which included the HMIS and IIS (immunization Information System) survey; some PIT office hours on March 14; HUD's ideas on how to compensate folks with lived experience for projects; data quality guidance; project set-up best practices, and tool kit on HUD exchange.

4.1.2. 2024 Unsheltered PIT (Point in Time) Count Update

Kari Howell reported PIT Count was conducted from January 23-January 31. There were supplemental counts in the Paso Robles riverbed, Morro Bay, and the Santa Maria riverbed. Kari mentioned that overall, more than 900 people were counted countywide as unsheltered. There were more than 200 volunteers and 42 groups from seven logistic centers countywide who surveyed and counted people experiencing unsheltered homelessness. Of the 200 plus volunteers countywide, thirty percent indicated they have no affiliation with any nonprofit, government agency or any homeless services provider, thus making the 2024 PIT Count an introduction to addressing homeless in their community for the first time. Kari also mentioned that a draft of the PIT Count

community report will be presented for review at the March 26 meeting of the Finance & Data Committee.

5. Future Discussion/Report Items

- Draft of PIT Count community report
- Compensation for people who have lived experience
- Review of reporting options out of Bitfocus
- BellData and Bitfocus data regarding performance measures

6. Next Regular Meeting

March 26, 2024, at 9:00am

7. Adjournment

Mark Lamore adjourned the meeting at 10:10am.