

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)  
EXECUTIVE COMMITTEE MEETING MINUTES**

**Date**

October 18, 2023

**Time**

3pm-5pm

**Location**

Conference Rm 1, County of San Luis Obispo Department of Social Services  
3563 Empleo St., San Luis Obispo, CA 93401

**Members Present**

Jack Lahey

Mark Lamore

Steve Gregory

Susan Funk

**Staff and Guests**

Devin Drake

Erica Jaramillo

Jenny Russell

Laurel Weir

Merlie Livermore

Michael Azevedo

Russ Francis

**1. Call to Order and Introductions**

Susan Funk called the meeting to order at 3:04 pm. Michael Azevedo introduced himself representing 5Cities Homeless Coalition.

**2. Public Comment**

None.

**3. Consent: Approval of Minutes**

Mark Lamore moved the minutes to be approved. Jack Lahey seconded. Motion passed unanimously.

#### **4. Action/Information/Discussion**

##### **4.1. HSOC Administration – Membership and Leadership**

###### **4.1.1. Action Item: Vote to Recommend Seven Persons for Appointment to Vacant or Expiring Seats on the Homeless Services Oversight Council**

Russ Francis shared the names of nominees for the vacant and or expiring HSOC seats. He mentioned that for vacant seats, the Committee did not receive any applications for the Housing seat which was recently vacated by Elaine Archer. Also, the Business' seat will soon be vacant as Bettina Swigger announced her leaving HSOC and Jim Dantona did not renew his application. Mark Lamore made the motion to approve nominees with the amendment to include Devin Drake's application for renewal (his application was received a day after the Nominating Committee's meeting). Jack Lahey seconded the amended motion. Motion passed through a roll call vote.

The future of the Housing Committee was also discussed. Susan Funk recommended having the Housing representative continue to be part of the Executive Committee. Susan Funk also mentioned that her term as head of the Executive Committee is ending this year. She highly recommends Michelle Shoresman to be the new chairperson.

##### **4.2. Implementing Five-Year Plan Line of Effort 1 - Create Affordable and Appropriately Designed Housing Opportunities and Shelter Options for Underserved Populations**

###### **4.2.1. Discussion Item: Homeless Housing, Assistance and Prevention (HHAP) Round 5**

Laurel Weir shared a slide about the HHAP 5 funding overview. The deadline to submit applications is March 27, 2024. More information will be provided at the HSOC meeting in November.

##### **4.3. 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**

###### **4.3.1. Discussion Item: Update on 2024 Homeless Point in Time Count**

Erica Jaramillo shared the date for the PIT Count is January 23, 2024. The adult unsheltered count will take place at 4:30am and the youth count will take place between 2pm and 7pm. The Homeless Services Division has

contacted the Thurman Consulting Group, a firm based in Sacramento, to assist in this project.

#### **4.4. Discussion Item: Committee Reports**

Mark Lamore reported on the Finance & Data Committee. In addition to the PIT Count, he shared that the Committee was having some confusing issues regarding the Release of Information (ROI) forms in relation to the new HMIS upgraded system.

Jack Lahey reported that during the last Services Coordinating Committee meeting, they were able to meet quorum and agreed to put together recommendations to reshape the Services Committee into a Coordinated Entry Oversight body. However, this motion was amended and voted to remain as Services Coordinating Committee to serve as a place where all the other Committees can share and receive information. Still, Jack Lahey emphasized the need for a committee to meet and discuss issues outside of the Brown Act jurisdiction. Susan Funk then approved the creation of the Ad hoc Coordinated Entry Steering Committee and appointed Jack Lahey to chair this committee.

##### **4.4.1. Discussion Item: Learnings, Trends and Concerns, Future Issues and Next Steps**

- Substance Abuse-affordable detox facilities/centers
- Discussion with Drug and Alcohol Services- mobile unit
- Dialogue with Behavioral Health- streamline client screening

#### **4.5. Discussion Item: Report from County Staff on County Initiatives**

Devin Drake reported that there are seven candidates for the Homeless Services Division Manager position and the interview panel is preparing for interviews. For the Welcome Home Village project, he mentioned that there are three business owners in the area who are pushing back against this project.

Laurel Weir reported on the Oklahoma Parking site and mentioned that the announcement for the \$1000 incentive plan has been made to encourage clients to leave the parking site. She also mentioned the involvement of the County Staff, 5 Cities Homeless Coalition and CAPSLO (Community Action Partnership in San Luis Obispo) in facilitating this effort. Jack Lahey shared that so far, CAPSLO has been able to get about 25 people out of the site and housed.

**5. Next Regular Meeting**

December 13, 2023

**6. Adjournment**

Susan Funk adjourned the meeting at 3:03pm.