

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

**Date**

January 17, 2024

**Time**

1:00pm-3:00pm

**Location**

Room 101, Department of Social Services, 3433 S Higuera, San Luis Obispo, CA 93401

Members (those approved with just cause/ emergency reasons) and the public were able to participate via Zoom.

**Members Present:**

Allison Brandum  
Amelia Grover  
Brenda Mack  
Clint Weirick  
Devin Drake  
Jack Lahey  
Janna Nichols  
Jeff Smith  
Kathy McClenathen  
Kristen Barneich  
Luke Dunn  
Marcia Guthrie  
Marie Bolin  
Mark Lamore  
Michelle Pedigo  
Michelle Shoresman  
Rick Gulino  
Rochelle Sonza  
Shay Stewart  
Star Graber  
Steve Gregory  
Susan Funk  
Susan Lamont  
Wendy Blacker  
Wendy Lewis  
William Crewe

**Members Absent:**

Christy Nichols  
Dawn Ortiz-Legg  
Jessica Thomas  
Jim Dantona  
Rick Scott  
Zara Landrum

**Staff & Guests:**

Abby Burgess  
Brandy Graham  
Brian Amoroso  
Daisy Wiberg  
Devon McQuade  
Erica Jaramillo  
George Solis  
Jeff Al-Mashat  
Kari Howell  
Kate Bourne  
Kelley Abbas  
Laurel Barton  
Laurel Weir  
Lauryn Searles  
Linda Belch  
Marge Castle  
Merlie Livermore  
Morgan Torell  
Russ Francis  
Stephanie Hernandez  
Susan Warren  
Suzie Freeman

**1. Call to Order and Introductions**

Chairperson Susan Funk called the meeting to order at 1:00 pm. Devin Drake introduced Linda Belch as the newly appointed Homeless Services Division Manager.

**2. Public Comment**

Janna Nichols reported that they are operating a warming center temporarily at St John's Lutheran Church in Arroyo Grande until they open a permanent location in February. Janna also mentioned that Balay Ko on Barca, a new 30-bed non-congregate shelter in Grover Beach is currently in construction and will hopefully be operational in mid-March.

Allison Brandum shared and asked the different Police departments to inform the affected campers in encampments in advance information of upcoming sweeps. She also asked that they inform the service providers as well so they can assist the client during such operations.

Bill Crewe expressed his appreciation for how the Point-in-Time meetings were conducted. He mentioned that there was a significant improvement in the management of the process as compared to in the past.

Wendy Lewis reported that the Board of Supervisors provided some funding to expand the ECHO (El Camino Homeless Organization) in Paso Robles. They are now able to hire staff to help manage the 70 beds the facility provides.

Brenda Mack mentioned that there is a need for transporting individuals to warming centers.

Devon Mcquade from 5CHC (Five Cities Homeless Coalition) described the projects they have applied for funding.

**3. Consent: Approval of Minutes**

Kristen Barneich moved the minutes to be approved, seconded by Devin Drake. Minutes passed by voice vote.

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

##### **4.1. HSOC Administration**

###### **4.1.1. Action Item: Elect HSOC Leadership Positions for 2024**

The slate for leadership positions was presented: Michelle Shoresman takes over from Susan Funk as the new HSOC Chair; Susan Funk as Vice-Chair; Mark Lamore representing the Finance and Data Committee; Jack Lahey representing the Services Coordinating Committee; and Michelle Pedigo representing the Housing Committee. Shay Stewart made the motion to accept the slate of positions and Janna Nichols seconded. Roll was called and the motion passed. Susan Funk then transferred the meeting leadership to Michelle Shoresman for the remainder of the session.

##### **4.2. 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**

###### **4.2.1. Information Item: Report on HMIS conversion and upgrade process, including updating the housing prioritization tool**

Lauryn Searles provided an update on HMIS implementation regarding the housing needs assessment tool which is a requirement from HUD (U.S. Department of Housing and Urban Development). The county of San Luis Obispo CoC is currently using version 2.0 of the VI-SPDAT (Vulnerability Index-Service Prioritization Decision Assistance Tool) survey. Per Lauryn, in addition to the HMIS project Steering Committee, the DSS Homeless Services staff, HMIS implementation team, the Coordinated Entry System management entity of CAPSLO (Community Action Partnership of San Luis Obispo County), recommends an update of this tool from version 2.0 to version 3.0 For some sub-populations such as youth, where version 3.0 has not been published, staff recommend using version 2.0. Version 3.0 is not only more trauma informed, more adequately captures domestic violence experience and criminal justice involvement, simplifies, and clarifies physical and behavioral health questions, rephrases questions to be less stigmatizing. Because of the limited timetable for HMIS implementation, Lauryn shared that the option right now is to either stick with version 2.0 or upgrade to version 3.0 for the go live date of March 4, 2024. Susan Funk suggested and made a motion to concur in the plan to move to version 3 where available. Brenda Mack seconded the motion. Voice votes were taken, all were in favor, none opposed. Informal vote was accepted.

###### **4.2.2. Action Item: Approve the Updated HMIS Policies and Procedures Document to Go into Effect with the Implementation of BitFocus Clarity Human Services in 2024**

Kate Bourne presented an overview of the changes in the HMIS Policies and Procedures. Janna Nichols moved the motion to approve. Susan Funk seconded. Roll was called and the motion passed.

###### **4.2.3. Information Item: 2024 Homeless Point in Time Count Update**

Kari Howell presented that the PIT Count is happening on January 23 at 7:30am. She reported that there are more than 200 volunteers and 60 volunteer groups deploying from seven logistic centers countywide. All volunteers have completed training prior to participation in the PIT Count. Kari also thanked the HSOC members for their help in promoting the PIT Count to the community.

##### **4.3. Implementing Five-Year Plan Line of Effort 4 – Create, Identify, and Streamline Funding and Resources**

###### **4.3.1. Action Item: Recommend Allocation of County Community Development Block Grant - Public Services funding (\$111,247), Home Investment Partnerships Program (\$81,531) Emergency Solutions Grant (\$138,431), County General Fund Support (\$379,000), and**

**Permanent Local Housing Allocation funds (\$261,796) for county-wide homeless services programs as part of the 2024 Action Plan.**

George Solis reported on draft funding recommendations for the 2024 Action Plan. He talked about the Action Plan process, funding sources for consideration, proposed recommendations, and the next steps.

Kristen Barneich moved the motion to approve recommendation for fund allocation, Susan Funk seconded. Roll was called, motion passed.

**4.3.2. Action Item: Vote to Recommend Funding Priorities for the Homeless Housing, Assistance and Prevention Program (HHAP) Rounds 3 and 4 Request for Proposals**

George Solis presented the slides showing HHAP available funds, funding priorities and eligible activities.

Mark Lamore moved the motion to approve recommendation of funding priorities, Shay Stewart seconded. Roll was called and the motion passed.

**4.3.3. Action Item: Approve Letters of Support for CAPSLO's and Good Samaritan's Applications for SSVF (Supportive Services - Veteran Families) Grants**

Erica Jaramillo and Brandy Graham presented CoC's Letter of Support and Cooperation for the SSVF Grant application. Shay Stewart moved to approve the motion. Kristen Barneich seconded. Roll was called. Janna Nichols, Jack Lahey and Luke Dunn abstained. The motion passed.

**4.4. HSOC Administration**

**4.4.1. Action Item: Vote to Change Times of Future Meetings from 1-3 p.m. to 9-11 a.m.**

Susan moved to retain the current meeting time. Mark seconded. Consensus was in favor of keeping the current meeting time, starting at 1pm.

**4.5. Discussion Item: Committee Updates**

Mark Lamore reported that the Finance and Data Committee is focusing on HMIS Release of Information (ROI) and Policies and Procedures.

Jack Lahey shared that the next Services Coordinating Committee on February 5. He also mentioned that invites for the Coordinated Entry Ad Hoc Committee have been sent out and will also have its meeting in February.

**4.6. Discussion Item: Updates from the Homeless Services Division**

No further updates presented.

**5. Future Discussion/Report Items**

- Review of Lines of Effort and synopsis of what has been done so far
- Follow up on the slo.co website
- Safe Parking update

**6. Next Regular Meeting: March 20, 2024**

**7. Adjournment**

Michelle Shoresman adjourned the meeting at 2:57 pm.