

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)  
Services Coordinating Committee Meeting Agenda**

October 7, 2024, 9am

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

**Room 356, County of San Luis Obispo Department of Social Services  
3433 South Higuera Street, San Luis Obispo**

Members with approved just cause reasons and the public may participate by  
Zoom video call:

<https://us06web.zoom.us/j/86118576664?pwd=mDBhhB8Vq74KK8JlfPRGZjXDbnq6Kr.1>

Or dial in:

+1 669 444 9171 US

Meeting ID: 861 1857 6664

Passcode: 494477

1. Call to Order and Introductions
2. Public Comment
3. Consent: Approval of Minutes
4. Action/Information/Discussion
  - 4.1. Action Item: Approve Emergency Transfer Plan Policy for Victims of Domestic Violence, Dating Violence, Sexual Assault, and/or Stalking
  - 4.2. Committee Updates
    - 4.2.1. Information Item: Warming and Cooling Centers
    - 4.2.2. Discussion Item: HUD Equal Access and Non-Discrimination Policies
    - 4.2.3. Information Item: HUD 2024-25 Continuum of Care Grant
5. Future Discussion/Report Items

6. Next Regular Meeting: January 6, 2025, at 9 AM, DSS Room #358

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)  
SERVICES COORDINATING COMMITTEE MEETING MINUTES**

**Date**

September 9, 2024

**Time**

9:03am-10:34am

**Location**

Room 356, Department of Social Services  
3433 S. Higuera, San Luis Obispo, CA 93403

**Members Present**

Abby Lassen  
Allison Brandum  
Amelia Grover  
Chris Stanley  
Devin Drake  
Jack Lahey  
Janna Nichols  
Jane Renahan

**Members Absent**

Wendy Lewis (Zoom)

**Other Attendees**

Erica Jaramillo  
Jeff Al-Mashat  
Laurel Weir  
Merlie Livermore  
Russ Francis  
Susan Lamont (Zoom)

**1. Call to Order and Introductions**

Jack Lahey called the meeting to order at 9:03 am.

**2. Public Comment**

Allison Brandum shared that a few solar backpacks for the homeless were distributed between 40 Prado, 5CHC (5Cities Homeless Coalition), ECHO (El Camino Homeless Organization) and T-MHA (Transitions Mental Health Association) clientele.

**3. Consent: Approval of Minutes**

Amelia Grover moved the motion to approve the minutes. Devin Drake seconded. Voice vote was taken, and minutes were approved unanimously.

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

##### **4.1. Information Item: 2024 Continuum of Care Notice of Funding Opportunity**

Laurel Weir shared that HUD (U.S. Department of Housing and Urban Development) has issued the annual CoC Notice of Funding Opportunity. Application is due at the end of October.

##### **4.2. Committee Updates**

###### **4.2.1. Chair Updates**

Jack Lahey reported that some staff have been having AI (Artificial Intelligence) profiles automatically tagged in meetings. Per the Brown Act, those are not allowed and must be manually removed. Jack mentioned this has been happening randomly at CAPSLO (Community Action Partnership in San Luis Obispo). County staff will check with the IT staff how this can be dealt with.

Devin Drake shared about the visit from the State representatives in August. Governor Newsom's representative came and met with some housing providers and service providers which included Lumina, CAPSLO, TMHA and ECHO. Representatives from both the City and County of San Luis Obispo were there as well.

###### **4.2.2. Discussion Item: Topics for Upcoming Meetings**

Laurel Weir facilitated the discussion on topics for future meetings. Among the suggested topics included the following:

- Warming/Cooling Centers
- Clientele discharge into homelessness
- Employment: Workforce Development Board, THMA's Vocational rehab program
- Clients who have complex needs: in current programs, aging in place
- Staff safety and training
- Pets/pet care
- Street medicine
- Sanitation and hygiene/locker, storage
- Encampments: relocation plans; prevent disruption of services; communication- how to keep people engaged in services
- Agencies to connect with: Care 4 Paws, CAT training, County Sheriff's office, Santa Barbara County (Santa Maria riverbed), SLO Fish & Game, SLO Bangers, Dr. Rawlins, Adventist Health, ECHO, 5CHC, TMHA, Dignity Health, Public Health
- Umbrella organizations spearheading and the people accountable in contracting and offering services

For the meeting in December, the focus will be on identifying needs from service providers' view in terms of practices from those doing encampment clearing.

###### **4.2.3. Discussion Item: HUD Equal Access**

Deferred to the October meeting due to time shortage.

#### **5. Future Discussion /Report Items**

- Warming Centers

#### **6. Next Regular Meeting:** October 7, 2024

#### **7. Adjournment**

Jack Lahey adjourned the meeting at 10:34am.

**[Insert name of Housing Provider]**

## **Emergency Transfer Plan for Victims of**

### **Domestic Violence, Dating Violence, Sexual Assault, and/or Stalking**

#### **Emergency Transfers**

The San Luis Obispo (SLO) County Continuum of Care (CoC) is concerned about the safety of all program participants, and such concern extends to tenants who are victims of domestic violence, dating violence, sexual assault, and/or stalking. In accordance with the Violence Against Women Act (VAWA),<sup>1</sup> **[insert name of housing provider here, referred to as HP throughout the rest of this document]** allows tenants who are victims of domestic violence, dating violence, sexual assault, and/or stalking to request an emergency transfer from the tenant's current unit to another unit. The ability to request a transfer is available regardless of sex, gender identity, or sexual orientation.<sup>2</sup>

A verbal request to initiate the emergency transfer process is all that is needed from program participants. The program participant does not need to use specific words or provide evidence (such as police reports, restraining orders, corroborating documentation from mental health providers or victim service providers) to make the emergency transfer request so long as the program participant indicates that they have been victimized and they do not feel safe staying in their unit or program because of the violence or threatened violence committed against them.

This plan identifies tenants who are eligible for an emergency transfer, process to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance to tenants on safety and security. This plan is based on a model emergency transfer plan published by the U.S. Department of Housing and Urban Development (HUD), the Federal agency that oversees CoC Permanent Housing programs in compliance with VAWA.

#### **Eligibility for Emergency Transfers**

A tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking, as provided in HUD's regulations at 24 CFR part 5, subpart L is eligible for an emergency transfer, if: the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant remains within the same unit. If the tenant is a victim of sexual assault, the tenant may also be eligible to transfer if the sexual assault occurred on the premises within the 90-calendar-day period preceding a request for an emergency transfer.

A tenant requesting an emergency transfer must expressly request the transfer in accordance with the procedures described in this plan.

Tenants who are not in good standing may still request an emergency transfer if they meet the eligibility requirements in this section.

---

<sup>1</sup> Despite the name of this law, VAWA protection is available to all victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

<sup>2</sup> Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.

### **Emergency Transfer Request Documentation**

To request an emergency transfer, the tenant shall notify **HP**'s management office and request a transfer. This request may be verbal or written. **HP** will provide reasonable accommodations to this policy for individuals with disabilities. The tenant's written request for an emergency transfer should include either:

1. A statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant were to remain in the same dwelling unit assisted under **HP**'s program, OR
2. A statement that the tenant was a sexual assault victim and that the sexual assault occurred on the premises during the 90-calendar-day period preceding the tenant's request for an emergency transfer.

### **Confidentiality**

**HP** will keep confidential any information that the tenant submits in requesting an emergency transfer, and information about the emergency transfer, unless the tenant gives **HP** written permission to release the information on a time limited basis, or disclosure of the information is required by law or required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program.

This includes keeping confidential the new location of the dwelling unit of the tenant, if one is provided, from the person(s) that committed an act(s) of domestic violence, dating violence, sexual assault, or stalking against the tenant.

### **Emergency Transfer Timing and Availability**

**HP** cannot guarantee that a transfer request will be approved or how long it will take to process a transfer request. **HP** will, however, act as quickly as possible to move a tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking to another unit, subject to availability and safety of a unit. If feasible, a referral to a local Women's Shelter for Domestic Violence may be made for immediate transfer.

#### *Internal*

#### *Transfer*

If a tenant reasonably believes a proposed transfer would not be safe, the tenant may request a transfer to a different unit. If a unit is available, the transferred tenant must agree to abide by the terms and conditions that govern occupancy in the unit to which the tenant has been transferred. **HP** may be unable to transfer a tenant to a particular unit if the tenant has not or cannot establish eligibility for that unit.

#### *External*

#### *Transfer*

If **HP** has no safe and available units for which a tenant who needs an emergency is eligible, **HP** will assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move. At the tenant's request, **HP** will also assist tenants in contacting the local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking that are attached to this plan.

### **Safety and Security of Tenants**

Tenants who are or have been victims of domestic violence are encouraged to contact

the National Domestic Violence Hotline at 1-800-799-7233, or a local domestic violence shelter, for assistance in creating a safety plan. For persons with hearing impairments, that hotline can be accessed by calling 1-800-787-3224 (TTY).

Tenants who have been victims of sexual assault may call the Rape, Abuse & Incest National Network's National Sexual Assault Hotline at 800-656-HOPE, or visit the online hotline at <https://ohl.rainn.org/online/>.

Tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at [https://www.victimsofcrime.org/our\\_programs/stalking-resource-center](https://www.victimsofcrime.org/our_programs/stalking-resource-center).

Below are local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking.

**Hotline:**

Central Coast Hotline 24-Hour call or text mental health guidance, crisis, and suicide prevention: (800) 783-0607

**Domestic Violence Shelters:**

Lumina Alliance 24-Hour Crisis and Information Line: (805) 545-8888

**Shelters:**

40 Prado Homeless Services Center: (805) 544-4004

El Camino Homeless Organization: (805) 462-3663

5-Cities Homeless Coalition: (805) 574-1638

**Emergency Transfer Plan Flow Chart :**

