

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

Date

February 15, 2023

Time

1pm-3pm

Location

Zoom

Members Present

Mark Lamore

Jack Lahey

Susan Funk

Steve Gregory

Members Absent

Elaine Archer

Staff and Guests

Christy Nichols

Dawn Ortiz-Legg

Devin Drake

George Solis

Janna Nichols

Joe Dzvonic

Laurel Weir

Luke Dunn

Merlie Livermore

Russ Francis

Skylar Caldwell

1. Call to Order and Introductions

Susan called the meeting to order at 1pm. Jack introduced himself as a new member representing the Coordinating Services Committee. Susan also mentioned Steve Gregory as the new HSOC Vice-Chair. Luke Dunn also introduced himself.

2. Public Comment

None.

3. Consent: Approval of Minutes

Mark moved the motion to approve, Jack seconded. Roll called and motion passed.

4. Action/Information/Discussion

4.1 HSOC Administration

4.1.1 Action Item: Vote to Approve Member Alternates

Laurel explained the process of HSOC member appointments and their alternates. She shared the list of proposed candidates for alternates. Christy Nichols raised the question about the role of alternates in voting roles. Mark moved the motion to approve the member alternates. Jack seconded and the motion passed after roll was called.

4.1.2 Discussion Item: Appoint Committee Vice Chairs?

Laurel shared that the appointment of Vice Chairs as representatives can be helpful in the voting process and quorum representation. Susan mentioned that having Vice chairs would not only be a good resource for the Committee Chair, but also a leadership development opportunity for the selected Vice chairs. It was also emphasized that a major factor in selecting Vice Chairs should be their familiarity and active involvement in their respective committees. Laurel will reach out to the County Counsel for guidance and direction on how to go about this process.

4.1.3 Discussion Item: Assembly Bill 2449 (AB2449) and Brown Act Requirements Regarding Public Meetings

Agenda Item 3

Laurel shared that because California 's declaration of State Emergency due to Covid-19 pandemic is ending, the authority to have meetings via Zoom will cease by the end of this month. HSOC meetings will now be going back to in-person format. Laurel wanted to get some feedback from the Executive Committee regarding this matter. After mentioning some benefits of having the zoom conference option, the Executive Committee expressed a desire to have a remote option for Full HSOC and Committee meetings. Laurel also mentioned two modifications/allowances for a member to participate via Zoom. A committee member is allowed to attend and participate remotely only if they meet one of the two reasons: member has a contagious illness or on official business travel. The staff will help monitor this format so that members of the public can also participate, either by calling in and sending chats. Laurel will continue to explain and explore other possibilities as far as also having a designated facility with approved internet connectivity. Janna suggested setting up Five Cities locations to accommodate these meetings. Laurel will need to get more clarification regarding this issue from the County Counsel.

4.1.4 Discussion Item: Encampment Clearance Discussions at Committee Level

Laurel shared that a request had been made by a member of the HSOC Housing Committee to task one of the committees with discussing any upcoming encampment clearances being considered by the cities. Susan noted that the topic of encampment is a very sensitive one, especially for those individual cities who are involved in litigation. She indicated that we must find a way to discuss encampment issues at the broad policy level but that it would not be appropriate to try to discuss individual encampments. Mark suggested that it would be helpful for outreach providers to get two to three days advanced notice when there would be camp clearance. This advance notice would give providers time to offer services and support alternatives to those being removed from encampments.

4.2 Discussion Item: report from County Staff on County initiatives

Joe reported that the Homeless Services Division was conducting hiring interviews for the Continuum of Care Program Manager and the Homeless Management

Information System (HMIS) Program Manager positions. Those positions are expected to be filled by the end of April.

Joe also reported that the HMIS Business Case working groups would be wrapping up their work soon and that the County would be releasing a Request for Proposals soon. He noted that the purpose of this effort was to bring transformative change to the County's HMIS program and processes.

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

4.3.1 Discussion Item: Oversight Reallocation to Services Coordinating Committee

Laurel reported that the HSOC Housing Committee had discussed who should have jurisdiction over discussions about Safe Parking. Staff believe that it would more appropriately fall under the jurisdiction of the Homeless Services Coordination Committee, since HUD considers people residing in Safe Parking locations to be unsheltered and does not consider vehicles to be shelter in most circumstances. Staff are seeking direction from the Executive Committee prior to staff bringing a proposed description of the Housing Committee responsibilities to the Executive Committee for review. Susan noted that she would consider anything having to do with infrastructure development to be the purview of the Housing Committee and anything having to do with services (e.g. showers, case management, etc.) to be the purview of the Services Coordinating Committee.

4.4 Implementing Five-Year Plan Line of Effort 4: Create, Identify, and Streamline Funding and Resources

4.4.1 Action Item: Vote to Approve the Revised Goals for the Homeless Housing, Assistance and Prevention Program (HHAP 3) Measure 1B

Mark moved for approval of the motion and Jack seconded. The motion passed.

4.5 Discussion Items: Committee Reports

4.5.1 Discussion Item: Action Items for Executive Committee and Full HSOC

Agenda Item 3

4.5.1.1 Discussion Item: Action Plan Grants at Full HSOC

George reported that staff will be bringing the Action Plan Grant funding recommendations to the full HSOC in March for their consideration.

4.5.1.2 Discussion Item: HMIS (Homeless Management Information System) Update at Full HSOC

Laurel reported that staff will provide an update to the March meeting of the full HSOC on the HMIS Update process.

4.5.2 Discussion Item: Learnings, Trends and Concerns, Future Issues and Next Steps

No reports.

4.6 Discussion Item: Addressing Public Comment

Susan noted that public comments sometimes occurred outside of the public comment periods and that members of the public may need to be reminded to hold their comments during meetings until the formal public comment period. She also indicated that we may need to consider setting time limits on the comments to ensure that all commenters have equal opportunity to speak and that the committee has an opportunity to conduct business.

5. Future Discussion/Report Items

Susan asked that the committee review progress at the next meeting on meeting 5-Year Plan Year 1 goals.

6. Next Regular Meeting: April 12, 2023, at 1pm

7. Adjournment

Susan adjourned the meeting at 3:00pm.