



**San Luis Obispo  
Countywide 10 Year  
Plan to End  
Homelessness**

*We envision a future in which the housing and comprehensive services necessary to remain housed are available for all, affording everyone maximum self-sufficiency, and the opportunity to be productive and participating members of our community*

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)**

**Meeting Agenda**

December 18, 2019, 1 p.m.

Family Care Network

1255 Kendall Road

San Luis Obispo, CA

1. Call to Order and Introductions
2. Public Comment
3. Consent: Approval of Minutes
4. Action/Information/Discussion
  - 4.1 Discussion Item: 2020 Action Plan Grants - Emergency Solutions Grant/Community Development Block Grant/County General Fund grant
    - 4.1.1 Action Item: Recommend allocation of County Community Development Block Grant (\$109,099), Emergency Solutions Grant (\$151,000), and County General Fund Support (\$253,000) funds for countywide homeless services programs
  - 4.2 Discussion Item: Homeless Housing, Assistance, and Prevention (HHAP) Grant Update and the Governor's 100 Day Challenge
    - 4.2.1 Action Item: Vote to designate the County as the Administrative Entity for the San Luis Obispo County Continuum of Care's (CoC-614) HHAP allocation
    - 4.2.2 Action Item: Vote to provide preference in the local HHAP competition to a) bring Homeless Emergency Aid Program (HEAP)-funded projects to completion; b) shelter and case management projects on the North Coast; and c) projects that fill other critical gaps in the homeless services system

#### 4.3 Discussion Item: Homeless Veterans

4.3.1 Action Item: Vote to authorize the HSOC Chair to sign a letter of support for the Community Action Partnership of San Luis Obispo's and the 5Cities Homeless Coalition/Good Samaritan Shelter's application for Supportive Services for Veteran Families grants from the U.S. Department of Veterans Affairs

4.3.2 Discussion Item: Veterans Collaborative Discussion on Homeless Veterans and Next Steps

#### 4.4 Discussion Item: Blue Bag Pilot Partnership Presentation

#### 4.5 HSOC Membership

4.5.1 Action Item: Vote to amend the membership section of the HSOC Bylaws to (a) increase the number of seats from 27 to 35, (b) change the categories of seats and allow for more than one member from certain categories, and (c) eliminate term limits

4.5.2 Action Item: Vote to recommend the re-appointment of Anne Robin, Caroline Hall, Deanna Cantrell, and Janna Nichols to the Homeless Services Oversight Council, the new appointment of Joe Thompson to replace Rick Gulino, the new appointment of Mark Lamore to fill the seat previously held by Joe Madsen and recommend reappointment of Marianne Kennedy if the HSOC votes to eliminate term limits on member appointments.

#### 4.6 Discussion Item: State Homeless Assistance Grant Updates

4.7 Discussion Item: Support efforts to allow tiny homes on wheels (item referred from Housing Committee)

#### 5. Committee Reports

#### 6. Future Discussion/Report Items:

7. Next Meeting Date: January 15, 2020

#### 8. Adjournment

**HOMELESS SERVICES OVERSIGHT COUNCIL**

**HSOC Meeting**

**September 18, 2019 1:00 p.m.**

**Veterans Hall Lounge**

**801 Grand Ave.**

**San Luis Obispo, CA**

MEMBERS PRESENT	MEMBERS ABSENT	STAFF & GUESTS		
Devin Drake Adam Hill Carlyn Christanson Kristen Barneich Marlys McPherson Jessica Thomas Rick Gulino Marianne Kennedy Grace McIntosh Joe Madsen Anne Robin Theresa Scott Mariam Shah Amelia Grover Tim Waag Scott Smith Shay Stewart Bill Crewe (Alt. for Paul Worsham) Susan Funk	Deanna Cantrell Marcia Guthrie Steve Martin Janna Nichols	Laurel Weir Jessica Lorange Wendy Lewis Jan Maitzen Matt Leal Anne Wyatt Lisa Howe Nicole Nix Bettina Swigger Gail McNichols Sue Warren Elaine Mansoor Abby Lassen		
AGENDA ITEM			CONCLUSIONS/ACTIONS	FOLLOW UP
1. Call to Order and Introductions	Kristen Barneich called the meeting to order at 1:00 PM. Introductions were made.			

2. Public Comment	NA		
3. Consent: Approval of Minutes	Carlyn made a motion to approve the minutes from the previous meeting, seconded by Devin. All were in favor		
<b>ACTION/INFORMATION/DISCUSSION,</b>			
<p>4.1 Discussion Item: HSOC Membership</p> <p>4.1.1 Action Item: Vote to recommend Bettina Swigger to the Board of Supervisors for appointment to the Homeless Services Oversight Council's seat reserved for local business or business organizations</p> <p>4.1.2 Discussion Item: Amending the Membership and Term sections of the Homeless Services Oversight Council's Bylaws</p>	<p>The group discussed removing term limits of members of the HSOC as well as expanding membership adding eight more seats.</p>	<p>Mariam made a motion to approve the recommendation of Bettina Swigger to the Board of Supervisors for appointment to the Homeless Services Oversight Council's seat reserved for local business or business organizations, seconded by Rick. All were in favor</p>	

<p>4.2 Continuum of Care (CoC) Grant</p> <p>4.2.1 Action Item: Vote to authorize the Chair of the HSOC to sign a Partnership Agreement between the CoC and the Workforce Development Board to share information and collaborate in support of increasing employment opportunities for persons experiencing homelessness</p>	<p>The group discussed the importance of a partnership with the Workforce Development Board and how it might benefit service providers.</p>	<p>Carlyn made a motion to authorize the Chair of the HSOC to sign a Partnership Agreement between the CoC and the Workforce Development Board to share information and collaborate in support of increasing employment opportunities for persons experiencing homelessness, seconded by Adam. All were in favor.</p>	
<p>4.3 Discussion Item: County of San Luis Obispo Department of Planning and Building 2020 Action Plan and 2020-2024 Consolidation Plan</p>	<p>Matt Leal made a presentation to the group. Please see attached PowerPoint for details.</p>		
<p>4.4 Discussion Item: Presentation by HomeBase regarding the State of California's new Housing First</p>	<p>HomeBase gave their presentation to the group regarding the Housing First requirements. Please see attached</p>		

<p>requirement</p> <p>4.5 Discussion Item: State Homeless Assistance Grant Updates</p>	<p>PowerPoint for details.</p> <p>Laurel shared with the group about the following grants:</p> <ol style="list-style-type: none"><li>1) Homeless Emergency Aid Program: a request to amend the original agreement has been approved and the County has begun executing contracts. 5CHC has acquired a property for their offices. Some renovations are needed prior to staff moving in to the new space.</li><li>2) Homeless Housing Assistance and Prevention Program: This is a new grant. Similar to HEAP, it is a one time only grant with similar eligible activities. This grant will differ from the HEAP grant in that there will be a longer time frame in which to spend the funding and slightly more areas will be eligible for funding. We anticipate finding out in late November or early December as to how much funding will be available and the Notice of Funding Availability (NOFA) is expected to be published in December.</li></ol>		
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<p>4.6 Discussion Item: Moving next meeting to December</p> <p>4.7 Discussion Item: 2019 Homeless Point in Time Count</p>	<p>The group discussed moving the next meeting from November to December to align with the timing of the expected HHAP NOFA. The Executive meeting will discuss this change.</p> <p>Laurel shared with the group that Point in Time Count results for 2019. Please see the attached PowerPoint for details.</p>		
<p>4. Committee Reports</p>	<p><b>Homeless Services Coordinating Committee:</b> Next meeting is scheduled for Sept 24, 2019 at 9am at DSS</p> <p><b>Executive Committee:</b> Next meeting is scheduled for Oct 16, 2019 at 1pm at DSS</p> <p><b>Housing Committee:</b> Next meeting is scheduled for Nov. 19, 2019 at 2pm at DSS; the last meeting the group discussed the Planning Department's Action Plan</p> <p><b>Finance and Data Committee:</b> Next meeting is scheduled for Nov. 4, 2019 at 10am at DSS; the last meeting the group welcomed a new member and discussed advice from Housing and Urban Development-provided technical assistance advisers</p>		

	regarding splitting the committee into two committees.		
5. Future Discussion/Report Items	NA		
6. Next Meeting Date:	TBD		
7. Adjournment	Kristen adjourned the meeting at 3:04pm		

**HOMELESS SERVICES OVERSIGHT COUNCIL**  
**FULL COMMITTEE MEETING**  
**ACTION ITEM**  
**December 18, 2019**

**AGENDA ITEM NUMBER: 4.1.1**

**ITEM:** Recommend allocation of County Community Development Block Grant (\$109,099), Emergency Solutions Grant (\$139,675), and County General Fund Support (\$253,000) funds for countywide homeless services programs.

**ACTION REQUIRED:** Vote to recommend to the Board of Supervisors: 1) allocation of 2020 County Community Development Block Grant (CDBG) Public Services funds, Emergency Solutions Grant (ESG) funds, and County General Fund Support (GFS) for countywide Homeless Services Programs (See Attachment 4.1.1.A for draft funding recommendations); and 2) authorize the Departments of Planning and Building or Social Services to adjust allocations proportionately after final HUD allocations and cities' CDBG allocations.

**SUMMARY NARRATIVE:**

Background

*CDBG and ESG*

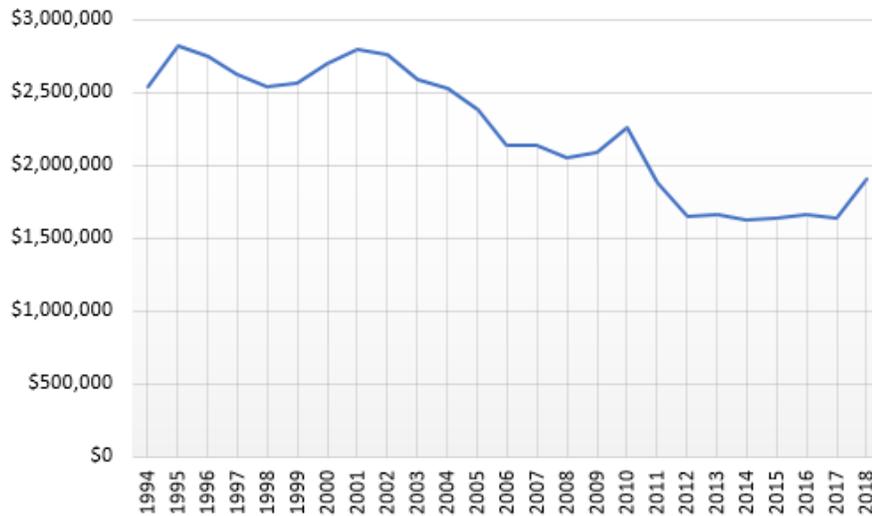
The County of San Luis Obispo receives annual allocations of CDBG funds and ESG funds from the U.S. Department of Housing and Urban Development (HUD). A portion of the CDBG funds may be used for public services, including homeless services. The ESG program provides funds solely for homeless services programs. Eligible ESG activities include homeless outreach, emergency shelter, and Rapid Rehousing, however HUD regulations state that no more than 60% of ESG funds may be awarded to emergency shelter and outreach activities.

For the Fiscal Year (FY) 2020-2021, staff have estimated a conservative reduction in CDBG and ESG funding levels, based on a three-year average funding level. The County estimates it will receive \$151,000 in ESG funding, of which 7% (\$11,325) will be set aside for administrative costs, leaving \$139,675 available for application.

The County also estimates it will receive \$109,099 in CDBG Public Services funding from HUD in FY20-21, which would be a 29.1% reduction from FY2019-20 levels. Following the receipt of final allocations from HUD, Staff will give the selected 2020 CDBG and ESG subrecipients a pro-rated adjustment.

Graph 1

## Total CDBG Funding by Year

*General Fund Support*

In the FY 2019-20 budget, the Board allocated \$253,000 in GFS for homeless service operating costs, plus an additional \$19,000 that was re-directed from General Fund contingencies to RISE during Budget hearings. County staff estimated \$253,00 in GFS would be available in FY 2020-21.

The \$253,000 includes \$35,000 that is set aside for warming centers and safe parking. Beginning in the FY2019-20 Budget, the County has required non-profits to apply for warming center and safe parking funds during the Action Plan process. Requests for warming centers and safe parking programs were considered during the ad hoc grant review committee for the 2020 Action Plan applications, along with other homeless services requests. All GFS awards are contingent on budget approval in June 2020.

*Permanent Local Housing Allocation*

The State of California has issued draft program guidelines for the new Permanent Local Housing Allocation (PLHA) program and it is anticipated that the state will issue a Notice of Funding Availability for these funds in February 2020. PLHA will provide an annual, ongoing allocation of funds obtained from a dedicated revenue source created by SB2.

PLHA funds may be used for a wide range of activities to address unmet housing needs. Eligible activities include, but are not limited to, the construction, rehabilitation, or acquisition of affordable housing; assisting persons experiencing or at risk of homelessness, including, but not limited to providing rapid rehousing, rental assistance, navigation centers, emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing; Capitalized Reserves for Services connected to the preservation and creation of new permanent, supportive housing; efforts to acquire and rehabilitate foreclosed or vacant homes and apartments; and homeownership opportunities.

Based on preliminary information published by the State, the County of San Luis Obispo anticipates it will receive approximately \$649,000 in 2019 PLHA funding. To help gauge interest, the County requested that the 2020 ESG, CDBG public services, and General Fund Homeless Services applicants provide a non-binding indication of their interest in applying for PLHA funding. Seven applicant agencies – ECHO, CAPSLO, 5CHC, Transitional Food and Shelter, RISE, Stand Strong, and the Salvation Army – indicated an intent to apply for PLHA funding when the local Requests for Proposals is issued for those funds in 2020.

### FY 2020-2021 Allocation Recommendations

The HSOC Ad Hoc Grant Review Committee ("Committee") met on December 9, 2019 to discuss and recommend allocation of Fiscal Year 2020-2021 County CDBG public services funds, ESG funds, and GFS funds for homeless services programs. Tony Navarro of the County Department of Planning, and Laurel Weir from the County Department of Social Services attended to guide the discussion.

In response to the 2020 Action Plan Request for Proposals, staff received the requests listed in Table 3 of Appendix A. The sum of all requests for funding totaled \$1,156,410. The combined total amount of funding available across the three programs was \$643,311.

Planning staff reviewed CDBG and ESG grant applications for consistency with the Board-guidance from the recent needs hearing in preparation for the 2020-2025 Consolidated Plan and for HUD program compliance. County staff recommends that the funding amount for competitive CDBG and ESG programs be evaluated based on criteria that consider of the type of activity proposed, the number of clients served, and past performance.

The Committee reviewed County staff recommendations and provided feedback. The Committee noted the large percentage of unsheltered homeless persons in the county and recommended activities that provide emergency shelter (including Warming Center beds and emergency beds for victims of domestic violence) be prioritized in the current funding round, and that consideration be given to geographic distribution of services.

### *ESG*

For ESG, the Committee recommended that the Community Action Partnership of San Luis Obispo County (CAPSLO) receive the maximum amount of ESG available for emergency shelter (\$83,805) for the new 40 Prado Center. As noted above, HUD only allows up to 60% of the ESG allocation to be used for outreach and/or emergency shelter.

The Committee also recommended that 5Cities Homeless Coalition's (5CHC) receive an award of ESG funding for their requested rapid re-housing and homeless prevention (RR/HP) programs, which provide short term rental and deposit assistance and assists clients in obtaining permanent housing. 5CHC operates a Coordinated Entry Assessment site in the south county. The Salvation Army also applied for ESG funding for rapid rehousing and homelessness prevention, but was not funded because 5CHC's application was scored higher in the application review.

The El Camino Homeless Organization (ECHO) also applied for but was not recommended for federal ESG assistance as their application was scored lower than CAPSLO during the application review. The Committee did recommend ECHO for County CDBG funds and County General Funds.. Transitional Food and Shelter, and RISE also submitted applications for ESG funds to provide emergency shelter beds. While they were not recommended for ESG funding, both were recommended for General Fund Support.

#### *CDBG Public Services*

Recommendations for CDBG funds were based on application scoring. In particular, applicants, were scored on how the proposed project aligned with the County's priorities as set forth in the County's Consolidated Plan that governs CDBG, ESG and HOME grants. Five organizations applied for CDBG Public Services funding: ECHO, CAPSLO, 5CHC, People's Self-Help Housing, and the Food Bank. The Committee recommended CDBG funding for CAPSLO, ECHO, and 5CHC.

#### *General Fund Support*

Regarding GFS, the Committee recommended that maintaining existing emergency shelter beds – including warming center beds and beds at emergency facilities servicing victims of domestic violence – be prioritized. The Committee noted the significant gap between the number of available year-round shelter beds (less than 200) and the number of homeless persons counted on a single night in the 2019 Homeless Point in Time Count (1,483).

The Committee recommended funding for all emergency shelter applicants at the same amount as last year's level. Of the \$253,000, a total of \$35,000 was available specifically for warming center and safe parking activities. Three applications were received for warming centers/safe parking: one from CAPSLO, one from the 5Cities Homeless Coalition (5CHC), and one from Los Osos Cares.

The Committee recommended funding Los Osos Cares at \$2,500 and splitting the balance of the \$35,000 set-aside between CAPSLO and 5CHC.

It is estimated that HUD will release its final FY2020-2021 grant allocations for the CDBG and ESG programs in February. Staff requests action from HSOC to provide the Department of Planning and Building with authorization to adjust recommendations proportionately, as needed, to reflect final allocations.

The HSOC recommendation will go to the San Luis Obispo County Board of Supervisors as a public hearing item in April 2019 for further action.

#### **BUDGET/FINANCIAL IMPACT:**

This will have no financial impact to the HSOC. Should the Board approve the HSOC's recommendations, it would result in at least \$501,774 being made available for homeless services. This would be \$61,356 less than the combined 2019 funding for CDBG, ESG, and General Fund Support (GFS) services, not including the additional \$19,000 that was provided to RISE in General

Fund contingencies in FY2019-20. The decrease of \$61,356 is due to an estimated decrease in CDBG and ESG funding. Staff estimated the total amount of CDBG and ESG funding expected very conservatively and it is possible the County may receive a higher amount than the estimate once HUD has made the final awards. Should a greater amount be received, the total funding that would be made available for homeless assistance would exceed \$501,774.

**STAFF COMMENTS:**

The County received many more fundable requests than there were funds available. While the recommendations seek to support existing emergency beds, there is not enough ESG/CDBG/GFS funding available to fully fund requests to support existing beds. In FY2020-21, new beds are expected to come online in North County as a result of the HEAP-funded expansion of the ECHO shelter and the North County Housing Navigation Center. This will further increase competition for limited resources.

In addition to increasing requests to support emergency shelter and services, the County has been receiving more funding requests for homelessness prevention and rapid rehousing efforts. Rapid rehousing is an important tool to decrease the length of time that persons experience homelessness, and homelessness prevention may prevent some persons from becoming homeless. Without additional funding to support expanded activities, it will be difficult to decrease homelessness in the County.

The new PLHA funds may be able to fill at least a part of the need. PLHA funding could potentially address some of the requests that have not been recommended for the ESG/CDBG/GFS funding. The HSOC may wish to recommend that at least a portion of the PLHA funds be prioritized for addressing homelessness. PLHA funds, because they are anticipated to be provided annually, may be especially appropriate for ongoing, annual expenses such as staffing and operational costs.

Additional sources should also be considered for one-time funds, such as the Homeless Housing, Assistance and Prevention (HHAP) Program, that could be used to temporarily boost rapid rehousing or homelessness prevention efforts.

Table 1: 2020 Funding Recommendations based on Estimated Total Funding Available\*

<b>2020 Recommended Funding Awards</b>						
<b>Applicant</b>	<b>Project</b>	<b>GFS</b>	<b>GFS Warming Center/Safe Parking</b>	<b>ESG</b>	<b>County CDBG</b>	<b>Total Recommendation (including Warming Center/Safe Parking)</b>
<b>El Camino Homeless Organization (ECHO)</b>	Homeless Shelter and Services Program	\$50,717			\$24,108	\$74,825
<b>Community Action Partnership San Luis Obispo (CAPSLO)</b>	40 Prado Homeless Services Center and Warming Center	\$103,513	\$16,250	\$83,805	\$44,575	\$248,143
<b>5Cities Homeless Coalition</b>	Supportive Services, Homeless Prevention & Rapid Re-Housing	\$8,850	\$16,250	\$55,870	\$40,416	\$121,386
<b>Transitional Food and Shelter</b>	Atascadero Warming Center and Services	\$12,880				\$12,880
<b>Los Osos Cares</b>	Los Osos Cares Shelter Programs		\$2,500			\$2,500
<b>Stand Strong</b>	Emergency Shelter and Services	\$23,000				\$23,000
<b>RISE</b>	Emergency Shelter (DV)	\$19,040				\$19,040
<b>Total Estimated Available</b>		<b>\$218,000</b>	<b>\$35,000</b>	<b>\$139,675</b>	<b>\$109,099</b>	<b>\$501,774</b>

\*Amounts subject to final CDBG and ESG allocations provided by HUD in 2020. Funded applicants shall receive pro-rata adjustment based on final allocations.

Table 2: Comparison of Total Funding Award (Not including GFS for Warming Center &amp; Safe Parking)

<b>Total Funding Comparison: 2019 &amp; 2020</b>			
<b>Applicant</b>	<b>2020 Recommendation Total (NOT including Warming Center/ Safe Parking)</b>	<b>2019 Funding Award Total (does not include warming/parking)</b>	<b>Percent Change 2019 to 2020</b>
<b>El Camino Homeless Organization (ECHO)</b>	\$74,825	\$84,717	-12%
<b>Community Action Partnership San Luis Obispo (CAPSLO)</b>	\$231,893	\$259,511	-11%
<b>5Cities Homeless Coalition</b>	\$105,136	\$128,952	-18%
<b>Transitional Food and Shelter</b>	\$12,880	\$12,880	0%
<b>Los Osos Cares</b>	\$0	\$0	0%
<b>Stand Strong</b>	\$23,000	\$23,000	0%
<b>RISE</b>	\$19,040	\$19,040 <sup>1</sup>	0%
<b>Total</b>	<b>\$466,774</b>	<b>\$528,130</b>	<b>-12%</b>

<sup>1</sup> Does not include an additional \$19,000 awarded to RISE in FY2019-20 from General Fund contingencies during the FY2019-20 Budget hearings.

Table 3: Applicant Funding Requests for 2020-2021 General Fund Support, Emergency Solutions Grant, County CDBG

<b>2020 Applicant Requests</b>						
<b>Applicant</b>	<b>Project</b>	<b>GFS (Not including Warming Center/Safe Parking)</b>	<b>GFS – Warming Center &amp; Safe Parking</b>	<b>ESG</b>	<b>County CDBG</b>	<b>Total Request</b>
<b>El Camino Homeless Organization (ECHO)</b>	Homeless Shelter and Meal Program	\$70,000		\$40,000	\$40,000	\$150,000
<b>Community Action Partnership San Luis Obispo (CAPSLO)</b>	40 Prado Homeless Services Center	\$133,750	\$16,250	\$98,000	\$156,538	\$404,538
<b>5Cities Homeless Coalition</b>	GFS: Chronically Homeless Persons ESG: Homelessness Prevention (HP) and Rapid Rehousing (RRH) CDBG: HP and RRH	\$58,750	\$16,250	\$65,000	\$83,732	\$223,732
<b>Transitional Food and Shelter</b>	Atascadero Warming Center		\$12,800	\$11,000		\$23,880
<b>Transitional Food and Shelter</b>	Bridge Housing	\$3,120		\$25,640		\$28,760
<b>Los Osos Cares</b>	Warming Center and Safe Parking		\$4,000			\$4,000
<b>RISE</b>	Emergency Shelter (DV)	\$40,000		\$40,000		\$80,000
<b>Stand Strong</b>	Emergency Shelter (DV)	\$23,000				\$23,000
<b>Salvation Army</b>	Homelessness Prevention and Rapid Rehousing			\$75,500		\$75,500
<b>SLO Housing Consortium</b>	Tenant-Based Rental Assistance	\$50,000				\$50,000
<b>People's Self Help Housing</b>	Case management for PSH				\$53,000	\$53,000
<b>SLO Food Bank</b>	No Cook Bags for Homeless Persons	\$20,000			\$20,000	\$40,000
	<b>Total</b>	<b>\$402,620</b>	<b>\$45,380</b>	<b>\$355,140</b>	<b>\$353,270</b>	<b>\$1,156,410</b>



**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)**  
**ACTION ITEM**  
**December 18, 2019**

**AGENDA ITEM NUMBER: 4.2.1**

**ITEM: AUTHORIZE THE COUNTY OF SAN LUIS OBISPO TO SERVE AS THE ADMINISTRATIVE ENTITY FOR THE HOMELESS HOUSING, ASSISTANCE, AND PREVENTION GRANT**

**ACTION REQUIRED:**

Authorize the County of San Luis Obispo to serve as the Administrative Entity for the Homeless Housing, Assistance, and Prevention grant.

**SUMMARY NARRATIVE:**

On July 31, 2019, the Governor of California signed into law the Homeless Housing, Assistance, and Prevention (HHAP) grant program. HHAP provides one-time grants to Continuums of Care, counties, and large cities to support coordination and develop or expand local capacity to address homelessness.

On November 15, 2019, the California Homeless Coordinating and Finance Council (HCFC) released a program guidance for HHAP and on December 6, the HCFC released a Notice of Funding Availability (NOFA). A total of \$190,000,000 in HHAP funding will be allocated to California Continuums of Care (CoC), based on each CoC's proportionate share of the state's population of persons experiencing homelessness (as measured by the CoC's Homeless Point in Time Count). A total of \$175,000,000 in HHAP funding will be allocated to counties within California, based on the county's proportionate share of the state's population of persons experiencing homelessness, based on the Homeless Point in Time (PIT) Count for the CoC located within the county.

The State has indicated it will rely on the PIT Count numbers to be published by the U.S. Department of Housing and Urban Development (HUD). HUD had not yet published the numbers by the date the NOFA was published, so the HCFC at that time published the Estimated Preliminary HHAP Allocations (see [https://www.bcsh.ca.gov/hcfc/documents/2019pit\\_preliminary\\_allocation.pdf](https://www.bcsh.ca.gov/hcfc/documents/2019pit_preliminary_allocation.pdf)).

The County is eligible to receive up to \$1,635,220.60 from the County allocation. The San Luis Obispo County Continuum of Care is eligible to receive up to \$1,765,299.71. Combined, these two allocations would equal \$3,400,520.31. All funding must be spent no later than June 30, 2025.

Eligible HHAP grant activities include rental assistance and rapid rehousing; operating subsidies for affordable or supportive housing units, emergency shelters, and navigation centers; landlord incentives; outreach and coordination, systems support for regional partnerships and maintaining a homeless services and housing delivery system; permanent housing, prevention and shelter

diversion, and new navigation centers and emergency shelters. Additionally, up to 5% of funds may be used for infrastructure development to support coordinated entry or Homeless Management Information Systems (HMIS).

The County of San Luis Obispo serves as the “Collaborative Applicant” for the San Luis Obispo Continuum of Care under the U.S. Department of Housing and Urban Development’s (HUD’s) Continuum of Care program. In this role, the County administers and manages HUD Continuum of Care grant funding. The County is also the Administrative Entity under the Homeless Emergency Aid Program (HEAP) and the California Emergency Solutions and Housing (CESH) grant.

This item requests that the HSOC vote to authorize the County to serve as the Administrative Entity for the funding that will be allocated under HHAP t the San Luis Obispo County Continuum of Care, which the state currently estimates at \$1,765,299.71.

Should this item be approved, staff will bring an item to the Board of Supervisors requesting that there be a single application process for the Request for Proposals process. This would allow potential subrecipients to submit a single application for funding from either the County or the CoC allocation or for funding from both allocations.

**BUDGET/FINANCIAL IMPACT:**

Approval of this item would clarify that the County would be responsible for the costs of applying for and administering the grants under these programs. As the Administrative Entity, the County would be eligible for up to a total of \$114,465.44 in Grant Administration funding for the San Luis Obispo County’s CoC’s portion of the HHAP allocation. That funding would be spread out over the course of the five-year grant.

**STAFF COMMENTS:**

Staff recommend that this item be adopted.

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)  
ACTION ITEM  
December 18, 2019**

**AGENDA ITEM NUMBER: 4.2.1**

**ITEM: VOTE TO PROVIDE PREFERENCE IN THE LOCAL HOMELESS HOUSING, ASSISTANCE, AND PREVENTION GRANT COMPETITION TO A) BRING HOMELESS EMERGENCY AID PROGRAM (HEAP)-FUNDED PROJECTS TO COMPLETION; B) SHELTER AND CASE MANAGEMENT PROJECTS ON THE NORTH COAST; AND C) PROJECTS THAT FILL OTHER CRITICAL GAPS IN THE HOMELESS SERVICES SYSTEM**

**ACTION REQUIRED:**

Vote to provide preference in the local HHAP competition to a) bring Homeless Emergency Aid Program (HEAP)-funded projects to completion; b) shelter and case management projects on the North Coast; and c) projects that fill other critical gaps in the homeless services system.

**SUMMARY NARRATIVE:**

On July 31, 2019, the Governor of California signed into law the Homeless Housing, Assistance, and Prevention (HHAP) grant program. HHAP provides one-time grants to Continuums of Care, counties, and large cities to support coordination and develop or expand local capacity to address homelessness.

On November 15, 2019, the California Homeless Coordinating and Finance Council (HCFC) released a program guidance for HHAP and on December 6, the HCFC released a Notice of Funding Availability (NOFA). A total of \$190,000,000 in HHAP funding will be allocated to California Continuums of Care (CoC), based on each CoC's proportionate share of the state's population of persons experiencing homelessness (as measured by the CoC's Homeless Point in Time Count). A total of \$175,000,000 in HHAP funding will be allocated to counties within California, based on the county's proportionate share of the state's population of persons experiencing homelessness, based on the Homeless Point in Time (PIT) Count for the CoC located within the county.

The State has indicated it will rely on the PIT Count numbers to be published by the U.S. Department of Housing and Urban Development (HUD). HUD had not yet published the numbers by the date the NOFA was published, so the HCFC at that time published the Estimated Preliminary HHAP Allocations (see [https://www.bcsh.ca.gov/hcfc/documents/2019pit\\_preliminary\\_allocation.pdf](https://www.bcsh.ca.gov/hcfc/documents/2019pit_preliminary_allocation.pdf)).

The County is eligible to receive up to \$1,635,220.60 from the County allocation. The San Luis Obispo County Continuum of Care is eligible to receive up to \$1,765,299.71. Combined, these two allocations would equal \$3,400,520.31. Up to 7% of the funds may be used for administrative expenses and at least 8% of the total funds must be used to serve homeless youth.

Eligible HHAP grant activities include the following

- (1) Rental assistance and rapid rehousing;
- (2) Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves;
- (3) Incentives to landlords, including but not limited to security deposits and holding fees)(sic);
- (4) Outreach and coordination, which may include access to job programs, to assistance vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing;
- (5) Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system particularly for vulnerable populations including families and homeless youth;
- (6) Delivery of permanent housing and innovative housing solutions such as hotel and motel conversions;
- (7) Prevention and shelter diversion to permanent housing; and
- (8) New navigation centers and emergency shelters based on demonstrated need. Demonstrated need for new navigation centers and emergency shelters shall be based on the following:
  - (a) The number of available shelter beds in the jurisdiction;
  - (b) The shelter vacancy rate in the summer and winter months;
  - (c) The percentage of exits from emergency shelters to permanent housing solutions; and
  - (d) A plan to connect residents to permanent housing.<sup>1</sup>

Additionally, up to 5% of funds may be used for infrastructure development to support coordinated entry or Homeless Management Information Systems (HMIS).

#### *Recommended Priorities*

On December 11, 2019, the Homeless Services Oversight Council's (HSOC) Executive Committee voted to provide preferences in the local HHAP competition to a) bring Homeless Emergency Aid Program (HEAP)-funded projects to completion; b) shelter and case management projects on the North Coast; and c) projects that fill other critical gaps in the homeless services system. The full HSOC is now being asked to vote on HHAP priorities for funding. Staff will also bring these funding priorities to the County Board of Supervisors for consideration in order to try to align the priorities between the County and CoC HHAP allocations.

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<sup>1</sup> California Homeless Coordinating and Finance Council, "Homeless Housing, Assistance, and Prevention Program (HHAP) – Program Guidance." Updated 11/15/2019. Available online at [https://www.bcsd.ca.gov/hcfc/documents/hhap\\_program\\_guidance.pdf](https://www.bcsd.ca.gov/hcfc/documents/hhap_program_guidance.pdf). Last accessed 12/11/19.

**BUDGET/FINANCIAL IMPACT:**

Approval of this item would create guidelines for how HHAP funds would be spent.

**STAFF COMMENTS:**

Staff recommend that this item be adopted.



COUNTY OF SAN LUIS OBISPO  
HOMELESS SERVICES OVERSIGHT COUNCIL

December 19, 2019

Mr. John Kuhn  
Supportive Services for Veteran Families Program Office  
National Center on Homelessness Among Veterans  
4100 Chester Avenue, Suite 201  
Philadelphia, PA 19104

Subject: CoC Letter of Cooperation and Support for the Community Action Partnership of San Luis Obispo County application for a Supportive Services for Veteran Families Program Grant.

Dear Mr. Kuhn,

I write on behalf of the San Luis Obispo County Homeless Services Oversight Council (HSOC), which is the Continuum of Care (CoC) advisory body for our community. On December 18, 2019, the HSOC voted to support the application from the Community Action Partnership of San Luis Obispo County (CAPSLO) for a Supportive Services for Veteran Families (SSVF) Program Grant from the Department of Veterans Affairs. This grant would be used to continue to provide low-income Veterans and their families with supportive services, including housing assistance, case management, and other “wraparound” services, which will ultimately result in their obtaining and/or maintaining successful permanent housing.

CAPSLO is a leading service provider to over 30,000 low-income individuals and families in 11 counties. Their mission fits well with the goals of the SSVF Program – to empower low-income individuals and families to achieve self-sufficiency through a wide array of community-based services. CAPSLO’s current SSVF Program has provided vital services to well over 575 Veterans and their family members over the past 5 years. This includes securing permanent housing for approximately 250 Veteran households and assisting over 130 Veteran households to remain in their homes through homeless prevention assistance. Their average time to house a Veteran household is well within the 90-day benchmark criteria set forth by USICH. This average time to house a Veteran household positively contributes to our community’s progress towards ending Veteran homelessness in San Luis Obispo County. Additionally, their CARF Accreditation demonstrates the agency’s long-term commitment to excellence in service delivery.

CAPSLO's SSVF program has been a key part of our Continuum's effort to end veteran homelessness. In addition to the direct provision of assistance to homeless veterans as noted above, they played a critical role in helping our Continuum of Care to develop and maintain a master list of homeless Veterans that has helped us to better serve Veterans. They facilitate the monthly meeting of Homeless Veteran Service

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**County of San Luis Obispo Homeless Services Oversight Council**

3433 South Higuera Street, San Luis Obispo, CA 93401-7301 | P.O. BOX 8119, San Luis Obispo, CA 93403-8119  
| (P) 1-800-834-3002 | (F) 805-781-1686 | [slocounty.ca.gov/dss](http://slocounty.ca.gov/dss)

Providers to update the By Name List (BNL) and provide monthly outcomes to providers and the CoC. CAPS LO SSVF staff attend the Coordinated Entry System (CES) Case Management Meetings to provide and gather information on the status of Veterans on the Coordinated Entry BNL. CAPSLO SSVF receives referrals from the CES and has adapted its screening and intake process to include the county's designated assessment tool to streamline services to individuals. CAPSLO SSVF has been an active participant in the Point In Time (PIT) Count. Their knowledge of unsheltered homeless locations as a result of their targeted outreach efforts has been useful during the PIT count.

It is vital to the Veterans in our county that SSVF program continues without interruption. The San Luis Obispo County Continuum of Care support's CAPSLO's application and if they are funded, will continue to work with them towards the goal of ensuring that Veteran homelessness is rare, brief and non-recurring in our County.

Respectfully,

Kristen Barneich  
Chair  
San Luis Obispo County Homeless Services Oversight Council

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)  
EXECUTIVE COMMITTEE  
ACTION ITEM  
October 16, 2019  
AGENDA ITEM NUMBER 4.5.1**

**AGENDA ITEM NUMBER: 4.5.1**

**ITEM: Vote** to amend the membership section of the HSOC Bylaws to (a) increase the number of seats from 27 to 35, (b) change the categories of seats and allow for more than one member from certain categories, and (c) eliminate term limits

**ACTION REQUIRED:** It is requested that the Homeless Services Oversight Council (HSOC) vote to amend the membership section of the HSOC Bylaws to (a) increase the number of seats from 27 to 35, (b) change the categories of seats and allow for more than one member from certain categories, and (c) eliminate term limits.

**SUMMARY NARRATIVE:**

*Background*

The Homeless Services Oversight Council (HSOC) was created by the San Luis Obispo County Board of Supervisors in June 2009 serve as the San Luis Obispo County Continuum of Care oversight body for the federal McKinney-Vento Continuum of Care (COC) program funding in the county, in accordance with 24 C.F.R. Part 578.7.

Under 24 C.F.R. Part 578.3, the Continuum of Care is defined as the “group organized to carry out the responsibilities required under this part and that is composed of representatives of organizations, including nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons to the extent these groups are represented within the geographic area and are available to participate.” 24 C.F.R. Part 578.5 requires the Continuum of Care to “establish a board to act on behalf of the Continuum using the process established as a requirement by § 578.7(a)(3) and must comply with the conflict-of-interest requirements at § 578.95(b). The board must:

“(1) Be representative of the relevant organizations and of projects serving homeless subpopulations; and

“(2) Include at least one homeless or formerly homeless individual.”

There are 27 membership seats on the HSOC. Members are appointed to the HSOC by the County Board of Supervisors, with the exception of seven seats reserved for representatives from the seven incorporated cities in the County, which are appointed by the City Councils of each city.

The current Membership section of the Bylaws states:

### **Membership**

Membership is provided as follows:

- County Board of Supervisors, 1 member
- City Council Members, 7 members, one from each municipality
- County Government Service Providers, 2 members, selected from Behavioral Health, Planning, Social Services, Veterans Services, Probation
- Non-profit Service Providers, 3 regional members
- Affordable Housing Developers, 2 members
- Local Businesses/Business Organizations, 1 member
- Law Enforcement, 1 member
- Local K-12 Academic Institution, 1 member
- Local Health Provider, 1 member
- Local Faith Community, 1 member
- Interested Community, 2 members, preferentially with homelessness experience
- Currently or Formally Homeless Person, 1 member
- Veterans Services Representative, 1 member
- Local University or School of Higher Education, 1 member
- Local Hospital, 1 member
- Victims’ Services Representative, 1 member

In an effort to broaden the base of support and increase collaborative participation, the HSOC will have no more than two voting representatives, staff or Board members, from an agency or organization.

With a 2/3 vote, after receiving a motion from the Executive Committee (See “Committees” on page 5), the Council will have the authority to modify the composition and size of its membership.

### *Ad Hoc Committee Review and Recommendation*

An Ad Hoc Committee was created by the Executive Committee to review the HSOC Bylaws and recommend changes. The Ad Hoc Committee developed recommendations for changes to the Membership and Term Section of the Bylaws. The Committee proposed to amend the Membership and Term sections of the Bylaws to increase the number of seats to 35, modify the categories of seats, expand the number of seats in certain categories, and remove the restriction on the number of consecutive terms that certain categories of appointees may serve.

These recommendations were brought for initial discussion to the full HSOC on September 18, 2019. Commenters discussed whether there was a need for term limits in any categories and whether it was necessary to specify types of seats available or number of seats.

### *Executive Committee Motion*

The HSOC Executive Committee met on October 16, 2019 and reviewed the recommendations. The Committee made a motion to the HSOC recommending that the HSOC amend its bylaws to modify the composition, and increase the size of its membership, and eliminate term limits.

### *Recommended Amendments*

It is recommended that the Membership and Term sections of the HSOC Bylaws be repealed and replaced with the following language:

#### **Membership**

HSOC must be representative of the relevant organizations and of projects serving homeless subpopulations; and include at least one homeless or formerly homeless individual. All members of HSOC must reside in or be employed in San Luis Obispo County. All HSOC members shall demonstrate a professional interest in, or personal commitment to addressing and alleviating the impact of homelessness on the people of San Luis Obispo County.

Membership on HSOC is limited to 35 seats. Membership must represent all subpopulations within the CoC to the extent that someone is available and willing to represent that subpopulation on the board. At a minimum, it is open to representatives of those sectors identified below and is open to organizations and

individuals who support the CoC's mission. One board member may represent the interest of more than one homeless subpopulation, and HSOC will make an Invitation for new members to join publicly available annually.

The members shall consist of representatives from the following types of organizations:

- Elected Officials (1 County Supervisor and 1 elected City Councilperson from each of the seven incorporated cities)
- Minimum of 2 County Government Service Providers (e.g. Health, Planning, Social Services, Veterans Services, Probation)
- Minimum of 2 Currently or Formerly Homeless Persons
- Minimum of 2 Advocates
- Affordable Housing Developers
- Businesses
- Faith-Based Organizations
- Hospitals
- Minimum of 2 Public Safety Organizations
- Behavioral Health Agencies (including mental health and substance abuse focused agencies)
- Minimum of 2 Nonprofit Homeless Assistance Providers
- Organizations Serving Homeless Veterans
- Housing Authority
- County Office of Education
- Local School Districts
- Social Service Providers
- Victim Service Providers
- Other Community Organizations

In an effort to broaden the base of support and increase collaborative participation, the HSOC will have no more than two voting representatives, staff or Board members, from an agency or organization.

With a 2/3 vote, after receiving a motion from the Executive Committee, the Council will have the authority to modify the composition and size of its membership.

## **Term**

The Term of appointment is three (3) years and shall begin on January 1<sup>st</sup>. There is no restriction on the number of terms a member may serve.

## **Staff Comments**

### *Types of Seats*

HUD regulations require that the CoC Board be composed of representatives of “the relevant organizations and of projects serving homeless subpopulations.” In addition, having representation or participation from certain subcategories affects the CoC’s competitiveness for HUD CoC funding. In the annual CoC application, HUD asks the CoC to indicate whether representatives from each of the following categories are voting members, participates in CoC Board meetings, or participates in Coordinated Entry:

1. Local Government Staff/Officials
2. CDBG/HOME/ESG Entitlement Jurisdiction
3. Law Enforcement
4. Local Jail
5. Hospitals
6. EMS/Crisis Response
7. Mental Health Service Organizations
8. Substance Abuse Service Organizations
9. Affordable Housing Developers
10. Disability Service Organizations
11. Disability Advocates
12. Public Housing Authorities
13. CoC Funded Youth Homeless Organizations
14. Non-CoC Funded Youth Homeless Organizations
15. Youth Advocates
16. School Administrators/Homeless Liaisons
17. CoC Funded Victim Services Providers
18. Non-CoC Funded Victim Service Providers
19. Domestic Violence Advocates
20. Street Outreach Team(s)
21. Lesbian, Gay Bisexual, Transgender (LGBT) Advocates
22. LGBT Service Organizations
23. Agencies that serve survivors of human trafficking
24. Other homeless subpopulation advocates
25. Homeless or Formerly Homeless Persons
26. Mental Illness Advocates

## 27. Substance Abuse Advocates

The CoC is not required to have such agencies on the Board if such agencies do not exist. For example, communities who do not have Youth Homeless Organizations are not required to have such organizations on their Board. In some cases, representatives may represent more than one issue, such as a substance abuse treatment advocate who specializes in youth issues.

The categories included in the CoC application could be covered by the proposed recommendations – e.g. the “Advocates” category could include LGBT advocates, Youth advocates, Mental Health advocates – but it may be beneficial to set a minimum number of seats for those categories to ensure broader representations from the subcategories.

The draft above includes a staff recommendation to add a minimum of two seats for the following categories:

- Nonprofit Homeless Service Providers
- Public Safety
- Advocates
- Currently or formerly homeless persons

Three of the categories originally proposed by the Ad Hoc Committee for specific seats were not mentioned in HUD’s list of desired categories: Legal Aid/Pro Bono Attorneys, Philanthropic Organizations, and Colleges and Universities. Two of those categories would be new seats for the HSOC and it is unknown whether representation could be obtained from each of the categories. The third category has been vacant for periods of time. Staff recommend consolidating these categories into a single category of Other Community Organizations, as proposed in the draft above.

### *Term Limits*

At the full HSOC meeting in September, commenters noted that a limit on the consecutive number of terms a person may serve may result in valuable expertise being lost to the HSOC. It was noted that due to the size of the CoC compared to large cities, there may be a smaller pool of agencies that represent subpopulations or a smaller pool of persons with expertise.

To date, most categories of seats on the HSOC have not had more than one candidate in a given year. Additionally, some seats on the HSOC have sat vacant for a year or more after the previous seat holder vacated the seat due to term limits. Eliminating term limits would likely reduce the number of vacant seats on the HSOC and may result in retention of highly engaged members. Staff support the recommendation to eliminate term limits.

**HOMELESS SERVICES OVERSIGHT COUNCIL  
ACTION ITEM  
December 18, 2019**

**AGENDA ITEM NUMBER: 4.5.2**

**ITEM:** Vote to recommend the re-appointment of Anne Robin, Caroline Hall, Deanna Cantrell, and Janna Nichols to the Homeless Services Oversight Council (HSOC), the new appointment of Joe Thompson to fill the seat previously held by Rick Gulino, the new appointment of Mark Lamore to fill the seat previously held by Joe Madsen, and recommend reappointment of Marianne Kennedy if the HSOC votes to eliminate term limits on member appointments

**ACTION REQUIRED:** It is requested that the Homeless Services Oversight Council (HSOC) vote to recommend the re-appointment of Anne Robin, Caroline Hall, Deanna Cantrell, and Janna Nichols to the HSOC, the new appointment of Joe Thompson to fill the Affordable Housing Developer seat previously held by Rick Gulino, the new appointment of Mark Lamore to fill the Non-profit Service Provider seat previously held by Joe Madsen, and, should term limits on member appointments be repealed, recommend reappointment of Marianne Kennedy.

**SUMMARY NARRATIVE:**

Per HSOC Bylaws, the three-year terms for HSOC seats are staggered, such that approximately one third of the seats having expiring terms in any given year. The terms for the HSOC seats currently held by Anne Robin, Caroline Hall, Deanna Cantrell, Janna Nichols, Rick Gulino, and Joe Madsen are due to expire in January 2020 and the term of the seat held by Marianne Kennedy has expired in 2019.

The HSOC Ad Hoc Nominating Committee met on December 4<sup>th</sup> and recommended 1) re-appointment of Anne Robin to the County Government Service Provider seat she currently holds; 2) re-appointment of Caroline Hall to the Nonprofit Service Provider seat she currently holds; 3) re-appointment of Deanna Cantrell to the Law Enforcement seat she currently holds; 4) re-appointment of Janna Nichols to the Interested Community Member seat she currently holds; 5) the appointment of Joe Thompson to fill the Non-profit Service Provider seat held by Joe Madsen; and 6) the appointment of Mark Lamore to fill the Non-profit Service Provider seat currently held by Joe Madsen. In addition, the Committee recommended that should term limits for HSOC members be repealed, that Marianne Kennedy be re-appointed to the HSOC.

Anne Robin is the County Behavioral Health Administrator. She has worked in the Behavioral Health field for over 30 years. As the County Behavioral Health Administrator, she oversees the County's Behavioral Health Services, including the Mental Health Services Act Programs. She has previously served on the Homeless Services Oversight Council.

Rev. Caroline Hall is the President of Los Osos Cares and on the Board of People of Faith for Justice. She has a background in Social Work and has worked with housing insecure

families in the United Kingdom and in Los Osos. She was first appointed to the HSOC in 2019.

Deanna Cantrell is the Chief of Police for the City of San Luis Obispo and serves on several Boards including the Criminal Justice Administrator Association Board, the YMCA Board, the California Identification Board, and the Hancock Academy Board. She has previously served on the HSOC.

Janna Nichols is the Executive Director of the 5Cities Homeless Coalition. She was a founding member of the San Luis Obispo County Housing Trust Fund and previously was the Chief Professional Officer for the United Way of San Luis Obispo. She has previously served on the HSOC and is currently the Chair of the HSOC Homeless Services Coordinating Committee.

Joe Thompson has been the Chief Operating Officer at People's Self Help Housing for the past five years. He has a Master's in Social Work from the University of Washington and has served as a Program Manager for two Housing First programs for persons experiencing homelessness in Seattle, Washington.

Mark Lamore is the Director of Homeless Services for Transitions Mental Health Association, where he manages the 70 Now Program, the Continuum of Care Permanent Supportive Housing Program, the Homeless Outreach Team, and other programs for homeless persons with disabilities. He has over 13 years of experience working with homeless persons with disabilities.

Marianne Kennedy is a founding member of the San Luis Obispo County Housing Trust Fund. She served for 30 years as the Executive Director of the Women's Shelter Program of San Luis Obispo, which serves individuals and families fleeing from intimate partner violence. In 2019, she completed her second full term on the HSOC.

**BUDGET/FINANCIAL IMPACT:**

No current fiscal impact is anticipated.

**STAFF COMMENTS:**

It is recommended that the Homeless Services Oversight Council approve this item. Upon the HSOC's approval, staff will submit a recommendation for appointment to the Board of Supervisors.