



**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)  
Finance & Data Committee Meeting Agenda**

April 23, 2024, 9:00am

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

Room 356, County of San Luis Obispo Department of Social Services,  
3433 South Higuera St, San Luis Obispo, CA 93401

Approved members with just cause reasons and the public may participate by Zoom video call:

<https://us06web.zoom.us/j/86907413727?pwd=DQBMDNx48lgNXzbB0Bphp2QWcxMSBP.1>

Or dial in:

+1 669 444 9171

Meeting ID: 869 0741 3727

Passcode: 233678

1. Call to Order and Introductions
2. Public Comment
3. Consent: Approval of Minutes
4. Action/Information/Discussion
  - 4.1. 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
    - 4.1.1. Homeless Management Information System (HMIS)
      - 4.1.1.1. Information Item: HMIS Upgrade Activities Update
      - 4.1.1.2. Information Item: HMIS System Administrators Monthly Call Report
    - 4.1.2. Discussion Item: 2024 Point-in-Time (PIT) Count Update and Community Report Draft
    - 4.1.3. Information Item: Continuum of Care System Performance Measures Training



5. Future Discussion/Report Items
6. Next Regular Meeting: May 28 at 9 AM
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/Homeless-Services-Oversight-Council-\(HSOC\).aspx](https://www.slocounty.ca.gov/Departments/Social-Services/Homeless-Services/Homeless-Services-Oversight-Council-(HSOC).aspx)

## **HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC) FINANCE AND DATA COMMITTEE MEETING MINUTES**

### **Date**

March 26, 2024

### **Time**

9:00am-10:10am

### **Location**

Room 356, Dept of Social Services, 3433 S Higuera St., San Luis Obispo, CA 93401

### **Members Present**

Carrie Collins  
Christy Nichols  
Janna Nichols  
Jessica Thomas  
Kathy McClenathen  
Lauryn Searles  
Mark Lamore  
Sstoz Tes

### **Members Absent**

Brandy Graham  
Kate Swarthout  
Mimi Rodriguez

### **Staff and Guests**

Abby Burgess  
Erica Jaramillo  
Jeff Eckels  
Kari Howell  
Laurel Weir  
Merlie Livermore  
Russ Francis  
Skylar Caldwell  
Staci Dewitt

### **1. Call to Order and Introductions**

Mark Lamore called the meeting to order at 9:00am. Introductions were made by those present at the meeting.

### **2. Public Comment**

Christy Nichols shared that they have heard from DHCS (Department of Health Care Services) that San Luis Obispo County was awarded HHIP funding of \$4.6M.

### **3. Consent: Approval of Minutes**

Janna Nichols moved the motion to approve the minutes. Lauryn Searles seconded the motion. All were in favor. Minutes passed.

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

#### **4.1 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**

##### **4.1.1 Homeless Management Information System (HMIS)**

###### **4.1.1.1 Discussion Item: HMIS Upgrade Activities Update**

Abby Burgess shared that the HMIS team is moving through the custom migration files. Custom files are things not in the HUD data standards that need to be added such as notes, Cencal IDs, contact information, etc. Abby emphasized that they cannot move data, delete enrollments, and cannot merge clients until all the custom files are in. The goal is to have this process done by June.

###### **4.1.1.2. Information Item: Continuum of Care System Performance Measures**

Abby Burgess reported that the System Performance Measures were submitted on time. She shared they had to resubmit 2022 based on improved data from Bell Data systems. They also resubmitted 2023 wherein they used the Clarity data for much of the system performance measures from 2022-2023. Abby mentioned they saw some data improvements from what was reported last month, such as income measures. Abby also asked if the group would be interested in a live training for system performance measures.

###### **4.1.1.3. Information Item: HMIS System Administrators Monthly Call Report**

Kari Howell mentioned that System Administration calls happen every 3<sup>rd</sup> Wednesday of every month. Kari also shared the monthly report has a new structure where they cover announcements and reminders going over reporting timelines. According to Kari, HUD recently shared the HIC (Housing Inventory Count) due date which is April 30. The report also included contents covering project elements and project set up. They also went over topics covering data quality resources.

###### **4.1.1.4. Information Item: Cal ICH's (California Interagency Council on Homelessness) HDIS (Homeless Data Integration System) Connect for HMIS Administrators and Leads**

Kari Howell reported that this was the first meeting with California CoCs to discuss HDIS. Specifically, this round table (HDIS Connect) talked about multiracial disaggregation and what California is doing differently than HUD in terms of representing multiple races and how data is collected and reported.

##### **4.1.2. 2024 Unsheltered PIT (Point in Time) Count Update**

Kari Howell reported that due to the observation methodology rank at 36 percent, the SLO PIT Count did not meet the HUD threshold for observational methodology data. For the data to be accepted by HUD, there should be a threshold of less than 20 percent observational methodology. This means that the information needed to be extrapolated for the HUD report. HUD released the extrapolation tool for race and ethnicity and gender identity on March 18 and so the Thurmond team needed additional time to update data. The first community report draft will be presented at the next meeting on April 23.

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

- Draft of PIT Count community report
- System Measurements review
- Maintain discussion on phases of integration and implementation of Cencal ECM, Community Supports data

## **6. Next Regular Meeting**

April 23, 2024, at 9:00am

## **7. Adjournment**

Mark Lamore adjourned the meeting at 10:10am.