

**HOMELESS SERVICES OVERSIGHT COUNCIL
HSOC FINANCE AND DATA COMMITTEE MEETING
August 25 2021, 9am-10:30pm**

MEMBERS PRESENT		MEMBERS ABSENT	STAFF & GUESTS
Andrea Montes Alvarado Bill Crewe Carrie Collins Janna Nichols Jeff Al-Mashat Jessica Thomas Riley Smith Shay Stewart Sstoz Tes			George Solis Jan Maitzen Leon Shordon Rafael Viana Russ Francis Todd
AGENDA ITEM			CONCLUSIONS/ACTIONS
1. Call to Order and Introductions	Janna called the meeting to order at 9am.		
2. Public Comment	None.		
3. Consent: Approval of Minutes			Jeff made a motion to approve the minutes, seconded by Andrea. The motion passed with all in favor, none opposed and no abstentions.
4. Action/Information/Discussion			
4.1 Discussion Item: Data Assessment Maturity Tool	George shared that HUD (US Department of Housing & Urban Development) shared a Data Assessment Maturity Tool in a recent HMIS (Homeless Management Information System) Administrator call. This included a self-assessment, which County staff carried out. The Finance & Data Committee carried out the same self-assessment. The Committee indicated that they believed the CoC (Continuum of Care)		

	<p>needs improvement in the following areas:</p> <ul style="list-style-type: none"> • participation in HMIS • setting performance expectations • ad hoc reporting • visualizing data • responding to data literacy needs • establishing a performance management plan • communicating performance to key stakeholders • sharing research and best practices to inform decision-making • setting performance expectations • evaluating Coordinated Entry • using data to promote cross sector collaboration • using data to inform performance improvement strategies • using data to make informed funding decisions, and • using data to improve performance outcomes <p>And that the CoC is performing well in the following areas:</p> <ul style="list-style-type: none"> • establishing a data quality plan • deploying data quality policies • assessing data quality • sharing data quality reports • targeting data quality training and assistance • collaborative leadership <p>This self-assessment was largely consistent with the one completed by County staff. The Committee agreed to discuss setting priority areas for improvement at the next meeting.</p>	<p>George to send out the results of the Committee's and County staff's self-assessments.</p>
<p>4.2 Discussion Item: Coordinated Entry</p>	<p>George reported that County staff are in discussions about incorporating Coordinated Entry data into HMIS. There will be setup and annual costs involved in uploading CAPSLO's ClientTrack data into HMIS, so there is a question about who would be responsible for this. There are further issues, including compatibility of data, and that Coordinated Entry does not currently capture all data (e.g. secondary referrals). The next step will be to meet with all partners to look at</p>	

	what Coordinated Entry data collection currently is and what it should be.	
4.3 Discussion Item: Reporting		
4.3.1 Discussion Item: CESH (California Emergency Solutions & Housing) Annual Report 4.3.2 Discussion Item: ESG-CV (Emergency Solutions Grant – Coronavirus) 4.3.3 Discussion Item: ESG (Emergency Solutions Grant) Annual Report	<p>George shared that he included in the agenda packet all the recent reports that the County submitted to the State or to HUD:</p> <ul style="list-style-type: none"> • CESH (California Emergency Solutions & Housing) Annual Report • ESG-CV (Emergency Solutions Grant – Coronavirus) Report • ESG (Emergency Solutions Grant) Annual Report <p>These were included for review by the Finance & Data Committee. Data from 2021 is compared to data from 2020, though the past year’s data is anomalous due to the impact of COVID.</p>	
4.3.4 Discussion Item: System Performance Measures – Update	<p>George shared the System Performance Measures with data from 2021. The fiscal year for HUD runs from October-September, so the current year’s data is provisional. The data will be submitted to HUD in February 2022, and will be reported on as part of the CoC application due in November. CoCs are scored on their System Performance Measures data, in comparison to previous years and what the CoC has done to improve the data. George highlighted the metric showing changes in exits to permanent housing or retention of permanent housing, which increased from 92% to 98% in the last year – this is due to the HUD-VASH (Department of Housing and Urban Development – Veterans Affairs Supportive Housing) program now being incorporated into HMIS.</p>	
4.4 Discussion Item: HUD (US Department of Housing & Urban Development) CoC (Continuum of	George reported that the NOFO (Notice of Funding Opportunity) for HUD’s 2021 CoC funding program has been released. The System Performance Measures have always been a major part of the	

<p>Care) FY21 (Fiscal Year 2021) NOFO (Notice of Funding Opportunity)</p>	<p>competitive program, although in 2021 this will account for less of the overall score than in previous years, as HUD is taking into consideration the additional burdens CoCs have faced due to COVID. County staff are now working on releasing the RFP for the CoC program, and will bring this discussion back to the Finance & Data Committee at its next meeting.</p>	
<p>4.5 Discussion Item: 2022 Point in Time (PIT) Count</p>	<p>George reported that vendor proposals for the 2022 Point in Time (PIT) Count are due by August 31st. County staff will convene an informal planning group to get input from partner agencies on best practices. At present, HUD requires a PIT Count in 2022, but has not yet confirmed whether they will still require a count if COVID cases continue rising between now and January. County staff are moving forward with planning for the count, but have a contingency plan in case it does not happen. In previous years, HUD has awarded points in the CoC grant for reducing the unsheltered count. For the 2021 CoC program, there are no points awarded for this, although they will give 3 points to CoCs that commit to doing an unsheltered count in 2022. A further 1 point is available for CoCs that decreased their sheltered count from 2019 to 2018.</p>	
<p>4.6 Discussion Item: HMIS (Homeless Management Information System) New Platform Site</p>	<p>George reported that BellData will launch a new platform on Monday, September 30th. This new platform will be accessible by other browsers than Internet Explorer, the only method of accessing the current platform.</p>	
<p>4.7 Discussion Item: NHSDC (National Human Services Data Consortium) – Fall Conference</p>	<p>George gave an update on the NHSDC (National Human Services Data Consortium) conference taking place in October. At this stage, the conference will be taking place in person, in Atlanta. Everyone who attends has to be vaccinated or show a recent negative COVID test. All participants will need to be wearing masks.</p>	
<p>5. Future Discussion/Report Items</p>	<ul style="list-style-type: none"> • HUD FY21 CoC application • System Performance Measures questions for the CoC 	

	application <ul style="list-style-type: none"> • Results of Data Assessment Maturity Tool assessment and setting priority areas for improvement • PIT Count 2022 	
6. Next Meeting Date: September 22, 2021		
7. Adjournment	Janna adjourned the meeting at 10:15am.	