

HOMELESS SERVICES OVERSIGHT COUNCIL

HSOC Meeting

January 15, 2020 1:00 p.m.

Family Care Network

1255 Kendall Rd

San Luis Obispo, CA

MEMBERS PRESENT	MEMBERS ABSENT	STAFF & GUESTS		
Nicole Bennett alt. Theresa Scott Carlyn Christianson Jessica Thomas Steve Gregory alt. Steve Martin Mariam Shah Mark Lamore Nicole Nix alt. Adam Hill Devin Drake Tim Waag Scott Smith Jeff Smith alt. Deanna Cantrell Amelia Grover Paul Worsham Shay Stewart Marlys McPherson Susan Funk Janna Nichols Bettina Swigger Caroline Hall Joe Thompson	Anne Robin	Laurel Weir Jessica Lorange Toby Depew Marianne Kennedy Joana Balsamo-Lillien Wade Horton Anne Wyatt Jeff Almashat Sue Warren Jan Maitzen Elaine Mansoor Tony Navarro Blake Fixler Lisa Howe Jill Bolster-White Wendy Lewis Brandy Graham		
AGENDA ITEM			CONCLUSIONS/ACTIONS	FOLLOW UP
1. Call to Order and Introductions	Mariam Shah called the meeting to order at 1:05 PM. Introductions were made.			

2. Public Comment	NA		
3. Consent: Approval of Minutes	Shay made a motion to approve the minutes from the previous meeting, seconded by Carlyn. All were in favor		
ACTION/INFORMATION/DISCUSSION,			
<p>4.1 Discussion Item: California Emergency Solutions Grant Continuum of Care Allocation</p> <p>4.1.1 Action Item: Vote to a) recommend and authorize the County of San Luis Obispo as the Administrative Entity for the Continuum of Care Allocation of Emergency Solutions Grant (ESG) funds from the State of California in 2020 and 2021 and b) authorize the HSOC Chair, Vice Chair or other HSOC officer to sign an authorizing letter and certifications on behalf of HSOC</p>	<p>Laurel explained to the group that we are eligible for Emergency Solutions Grant funds from the state. In order for our Continuum of Care to be eligible to apply for State ESG funds later this year, the HSOC must designate a local government to be the Administrative Entity for the funds. Staff recommend authorizing the County of San Luis Obispo to be the Administrative Entity. In addition, an authorized representative from the Continuum of Care must sign certain certifications needed for the grant. It is recommended the HSOC authorize any member of the Executive Committee to sign the certifications on behalf of HSOC.</p>	<p>Carlyn made a motion to recommend and authorize the County of San Luis Obispo as the Administrative Entity for the Continuum of Care Allocation of Emergency Solutions Grant (ESG) funds from the State of California in 2020 and 2021 and b) authorize the HSOC Chair, Vice Chair or other HSOC officer to sign an authorizing letter and certifications on behalf of HSOC, seconded by Shay. All were in favor.</p>	

<p>4.2 Discussion Item: HSOC Membership and Officers</p> <p>4.2.1 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</p>	<p>Laurel shared with the group that the discussion at the last meeting included changing the bylaws to increase the number of seats from 27 to 35, change the categories of seats and allow for more than one member from certain categories and eliminate term limits on the Homeless Services Oversight Council (HSOC). This was introduced at the last meeting and needs to be voted on before going to the Board of supervisors. Also, County Counsel has indicated conforming changes would need to be made to another section of the Bylaws, so the HSOC will discuss at the next meeting.</p> <p>Laurel explained that it is proposed to eliminate term limits, but not terms. After completing a 3 year term, all members other than city council members will be required to reapply to be on the HSOC.</p>	<p>Susan made a motion 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, seconded by Janna. All were in favor except Marianne Kennedy abstained.</p>	
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<p>4.2.2 Action Item: Vote to elect HSOC Executive Committee members for Calendar Year 2020</p>	<p>Laurel explained to the group that there are term limits for officer positions and all officers have ended their terms. All positions are open for new officers this year. There is ability to adjust the schedule for the executive committee. It is important for the new officers to attend the executive committee as well as their subcommittee. The group discussed the current standing committees and what each committee discusses. Executive committee, Housing committee, Finance and Data committee, Services Coordinating committee, encampment committee and the Full HSOC. All committees will need a chair and vice chair to run and convene the committees. Laurel shared with the group that this year the HSOC will be looking at doing the 10-year plan update that all committees will be assisting with this project. Finance and Data will be looking the homeless management information system as well as the point in time count. The group discussed the meeting frequency of each committee.</p>	<p>Housing Committee: Chair: Scott Smith Mariam made a motion, seconded by Janna. All were in favor. Homeless Services Coordinating Committee Chair: Devin Drake Carlyn made a motion, seconded by Shay, all were in favor.</p> <p>Full HSOC Chair: Mariam Shah Vice Chair: Susan Funk Janna made a motion, seconded by Shay, all were in favor except Susan who abstained.</p> <p>Finance and Data Chair: Janna Nichols Janna made a motion, seconded by Shay. All were in favor except Janna who abstained.</p>	
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<p>4.3 Discussion Item: Homeless Housing, Assistance, and Prevention Program (HHAP)</p> <p>4.3.1 Action Item: Authorize the HSOC Chair, Vice Chair, or other HSOC officer to sign a letter of support and commitment for the County of San Luis Obispo’s application for HHAP funding.</p> <p>4.4 Discussion Item: Homeless Point in Time Count</p> <p>4.4.1 Action Item: Vote to approve January 27, 2020 as the date for the 2020 Sheltered Homeless Point in</p>	<p>Laurel explained that the Homeless Housing, Assistance, and Prevention Program (HHAP) grant is a one-time grant program. There will two grant allocations available to serve the County. One part will be awarded to the Continuum of Care (CoC) and the other part to the County. The County will serve as the Administrative Entity for both, but a letter of commitment needs to be signed by the HSOC. The group discussed the recommendation to authorize the HSOC Chair, Vice Chair, or other HSOC officer to sign a letter of support and commitment for the County of San Luis Obispo’s application for HHAP funding. The group discussed the funding timeframe.</p> <p>Laurel reported that the Finance and Data Committee discussed the Homeless Point in Time Count. HUD requires CoC’s to conduct an annual count of sheltered persons and a bi-annual count of all homeless persons. This data helps to provide national homeless data. The Finance and Data committee discussed the importance of having the annual shelter count</p>	<p>Devin made a motion to authorize the HSOC Chair, Vice Chair, or other HSOC officer to sign a letter of support and commitment for the County of San Luis Obispo’s application for HHAP funding, seconded by Carlyn. All were in favor.</p> <p>Scott made a motion to approve January 27, 2020 as the date for the 2020 Sheltered Homeless Point in Time Count, seconded by Susan. All were in favor.</p>	
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<p>Time Count.</p> <p>4.4.2 Action Item: Vote to 1) use a census methodology for the 2021 Homeless Point in Time Count unsheltered count, combined with a sampling methodology for obtaining demographic and survey information; and 2) to use a contractor to plan and carry out the count in accordance with this methodology.</p>	<p>occur around the same time of the January each year to keep the conditions consistent. The group discussed approving the recommendation to approve January 27, 2020 as the date for the 2020 Sheltered Homeless Point in Time Count. The group discussed the importance of warming centers being open for the shelter count. Laurel explained that the 2020 sheltered count uses general demographic data.</p> <p>Laurel explained the HUD requires that the group approve the methodology of the large count each year. There are two different methodologies: sampling and surveying. There are pros and cons to both methodologies. Our area has used a hybrid of the two methodologies. The Finance and Data Committee recommends to 1) use a census methodology for the 2021 Homeless Point in Time Count unsheltered count, combined with a sampling methodology for obtaining demographic and survey information; and 2) to use a contractor to plan and carry out the count in accordance with this methodology. Laurel</p>	<p>Janna made a motion to 1) use a census methodology for the 2021 Homeless Point in Time Count unsheltered count, combined with a sampling methodology for obtaining demographic and survey information; and 2) to use a contractor to plan and carry out the count in accordance with this methodology, seconded by Devin. All were in favor.</p>	
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	<p>explained that this has been an approach we have used in past years and is in HUD compliance and is the most accurate way to collect the data. Group discussed south county not covering California valley next year. The group discussed what the contractor has done in years past for the count.</p>		
<p>4. Committee Reports</p>	<p>Homeless Services Coordinating Committee: Next meeting is scheduled for January 28 at 9am at DSS</p> <p>Executive Committee: Next meeting is scheduled for February 19 at 1pm at DSS</p> <p>Housing Committee: Next meeting is scheduled for February 4 at 2pm at DSS; the last meeting the group discussed</p> <p>Finance and Data Committee: Next meeting is scheduled for February 3 at 10am at DSS; the last meeting the group discussed the point in time count</p> <p>Encampment Committee: First Meeting is scheduled for January 22 at 10am at DSS</p>		

5. Future Discussion/Report Items	Grant updates 10 Year Plan to end homelessness Seniors		
6. Next Meeting Date:	March 18, 2020 at the Veterans Hall		
7. Adjournment	Mariam adjourned the meeting at 2:17pm		