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

September 20, 2022, 10am

Physical Location: Room 356, Department of Social Services, 3433 S Higuera Street,
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: HUD (US Department of Housing and Urban Development) Continuum of Care Fiscal Year 2022 Collaborative Application – System Performance Measures

   4.2. Discussion Item: Homeless Management Information System (HMIS)

      4.2.1. Discussion Item: System Administrators Monthly Call

   4.3. Discussion Item: Collaborative Outreach and HHAP 3 (Homeless Housing, Assistance and Prevention Program Round 3) Grant Program Reports

   4.4. Discussion Item: Reschedule October Meeting

5. Future Discussion/Report Items

6. Next Regular Meeting: October 25 at 10am

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

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

Date
August 23, 2022

Time
10am-11:30am

Location
Zoom

Members Present
Bill Crewe
Carrie Collins
Janna Nichols
Jim Gausling
Kate Swarthout
Lauryn Searles
Mark Lamore
Mimi Rodriguez
Sstoz Tes

Members Absent
Brandy Graham
Jessica Thomas
Kelly Underwood
Riley Smith
Shay Stewart

Staff and Guests
Alissa Parrish
Anne Robin
Brenda Mack
Carmen Sampson
George Solis

Jessica Lorance
Julien Powell
Laurel Weir
Leon Shordon
Merlie Livermore
Russ Francis
Tim Siler

1. Call to Order and Introductions
Mark called the meeting to order at 10am.

2. Public Comment
None.

3. Consent: Approval of Minutes
Janna made a motion to approve the minutes, seconded by Bill. The motion passed with all in favor, none opposed and no abstentions.

4. Action/Information/Discussion
4.1 Discussion Item: Data Sharing, Privacy and Release of Information – Alissa Parrish
Following on from the discussions around HMIS (Homeless Management Information System) and privacy documents, Jessica Lorance invited Alissa Parrish from ICF, a global advisory and digital service provider, to talk to the committee on current information regarding privacy.

Alissa presented on HMIS privacy and sharing. Some communities have moved away from using an ROI (Release of Information) for data sharing within their HMIS, as the 2004 HUD (US Department of Housing and Urban Development) data standards allow for this. SLO County HMIS's Privacy Notice document contains all the data uses and disclosures required by HUD. There are certain cases where a client does not need to have signed an ROI for their data to be shared, such as disclosures required by law.

Alissa confirmed that other ROIs and privacy obligations would still apply if a community decided to shift away from having an HMIS ROI. HUD sets out their regulations as a baseline, but other regulations, e.g. at the State level, must still be followed. For example, PHI (Protected Health Information) would still need to be

protected in accordance with State law, even if the HMIS privacy documents do not make reference to it. Clients have the right to not have their information recorded in HMIS. They can even refuse to provide information at all, but are still eligible for services.

Jessica confirmed that a newer ROI overrides any older ROIs for the same client, and data should only be shared with the agencies on the most recent ROI.

4.2 Discussion Item: Homeless Management Information System (HMIS)
4.2.1 Discussion Item: System Administrators Monthly Call

Jessica reported on matters discussed at the last HMIS System Administrators call. ESG-CV (Emergency Solutions Grant – Coronavirus) reports are due on October 31. SSVF (Supportive Services for Veteran Families) monthly uploads are due in the first week of September. Fiscal Year 2022 LSA (Longitudinal Systems Analysis) dates will be released soon. The call involved a summary of NHSDC (National Human Services Data Consortium) conference information.

4.3 Discussion Item: Street Outreach and Housing Outcomes

Mark shared that the Executive Committee discussed how the CoC (Continuum of Care) can increase or improve its documentation to ensure outreach data is being captured, particularly as there has been push back from some community members who are asserting Street Outreach teams are doing less than they should be. Janna shared that the data which is available is not as robust as it could be, so the CoC should look at how it can capture the data accurately.

Laurel clarified that not all of the Street Outreach data is being captured in HMIS at present. George suggested that quarterly checks on active Street Outreach clients would allow for cross-referencing and entering missing data. County staff will follow up with agencies about how to better capture this data.

4.4 Discussion Item: HUD (US Department of Housing and Urban Development) CoC (Continuum of Care)
4.4.1 Discussion Item: HUD CoC Grant Program Monitoring

George reported that HUD has been monitoring the County's FY19 (Fiscal Year 2019) CoC program, specifically one of TMHA's (Transitions Mental Health Association's) programs. HUD has indicated there will be no major findings. George thanked Mark and TMHA's staff for their support with this process.

4.4.2 Discussion Item: Fiscal Year 2022 HUD CoC Competition

George reported that there are two CoC applications underway, and two RFPs (Requests for Proposals) have been released. For the annual CoC grant program competition, the local application deadline is August 31. The Collaborative Application is due on September 30.

4.4.3 Discussion Item: HUD Special Unsheltered Set-Aside Competition

George reported that local applications are due on September 8 for the special unsheltered set-aside CoC competition, and the Collaborative Application is due on October 20. Grant Review Committees will be convened for both grant programs, and recommendations for both will go to the September 21 full HSOC meeting.

4.5 Discussion Item: HHAP 3 (Homeless Housing, Assistance and Prevention Program Round 3) Outcomes Reporting

George reported that a sample of HHAP 3 outcomes from HMIS was included in the agenda packet. County staff worked with the HMIS vendor BellData to create a custom report based on HHAP 3 outcomes. The State will be providing progress reports.

4.6 Discussion Item: Change Date of Next Meeting to Review HUD CoC Grant Program Application

Russ reported that the annual CoC application deadline is September 30, and the next regular meeting of the HSOC Finance and Data Committee is September 27, which would be too late for the committee to review and provide feedback. The Committee agreed to move the next meeting forward to September 20. This meeting will need to be held in person, as it will be outside a 30-day window for the HSOC to meet remotely.

5. Future Discussion/Report Items
- HHAP 3 Reporting
- Street Outreach Data Collection

6. Next Regular Meeting: September 27 at 10am

7. Adjournment

Mark adjourned at 11:30am.

FY22 Continuum of Care Competition
Collaborative Application

System Performance
HUD will award up to 59 points to CoCs for system-wide performance related to reducing homelessness.

2C-1 Reduction in the Number of First Time Homeless–Risk Factors Your CoC Uses. (3 Points)
NOFO Section VII.B.5.b.
Guidance–
A. HUD will use data from HDX **metric 5.2.** as part of the score for this question.

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	FY 2018	FY 2019	FY 2020	FY 2021
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	1177	1215	1089	**1722**
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	186	247	229	**326**
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	991	968	860	**1396**

B. Our response to this question must be based on **our CoC's current strategy to reduce the number of individuals and families that experience homelessness for the first time**, not on the specific metric in **A** above.

1. describe how your CoC determined the risk factors to identify persons experiencing homelessness for the first time;

2. describe your CoC's strategies to address individuals and families at risk of becoming homeless

2C-2 Length of Time Homeless–CoC's Strategy to Reduce. (13 Points)
NOFO Section VII.B.5.c.

Guidance–
A.HUD will use data from HDX **metric 1.2** as part of the score for this question.

	Universe (Persons)			
	FY 2018	FY 2019	FY 2020	**FY 2021**
1.1 Persons in ES, SH, and PH (prior to "housing move in")	1093	1015	1106	**1488**
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	1115	1015	1106	**1493**

	Average LOT Homeless (bed nights)			
	FY 2018	FY 2019	FY 2020	**FY 2021**
1.1 Persons in ES, SH, and PH (prior to "housing move in")	491	708	835	**879**
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	519	708	835	**877**

B.Our response to this question must be based on **our CoC's current strategy to reduce the average length-of-time individuals and families remain homeless**, not the specific metric in **A** above.

1.describe your CoC's strategy to reduce the length of time individuals and persons in families remain homeless;

2.describe how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and

2C-3. Exits to Permanent Housing Destinations/Retention of Permanent Housing–CoC's Strategy. (13 Points)
NOFO Section VII.B.5.d.
Guidance–
A.HUD will use data from HDX **metrics 7b.1 and 7b.2** as part of the score for this question.

Metric 7b.1 – Change in exits to permanent housing destinations

	FY 2018	**FY 2019**	**FY 2020**	**FY 2021**
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	810	1051	887	**678**
Of the persons above, those who exited to permanent housing destinations	251	360	329	**229**
% Successful exits	31%	34%	37%	**34%**

Metric 7b.2 – Change in exit to or retention of permanent housing

	FY 2018	**FY 2019**	**FY 2020**	**FY 2021**
Universe: Persons in all PH projects except PH-RRH	99	125	131	**386**
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	90	113	121	**375**
% Successful exits/retention	91%	90%	92%	**97%**

B.Our response to this question must be based on **our CoC's current strategy to increase the rate that individuals and families exit to or retain permanent housing**, not on the specific metrics in **A** above.

1.describe your CoC's strategy to increase the rate that individuals and persons in families residing in **emergency shelter, safe havens, transitional housing, and rapid rehousing** exit to permanent housing destinations;

2. describe your CoC's strategy to increase the rate that individuals and persons in families residing in **permanent housing projects** retain their permanent housing or exit to permanent housing destinations;

2C-4. Returns to Homelessness–CoC's Strategy to Reduce Rate. (8 Points)
NOFO Section VII.B.5.e.
Guidance–
A.HUD will use data from HDX **metric 2a** as part of the score for this question.

Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior) FY2021		Percentage of Returns in less than 6 months					Percentage of Returns to Homelessness from 6 to 12 months					Percentage of Returns to Homelessness from 13 to 24 months					Percentage of Returns in 2 Years			
			FY2018	FY2019	FY2020	**FY2021**		FY2018	FY2019	FY2020	**FY2021**		FY2018	FY2019	FY2020	**FY2021**		FY2018	FY2019	FY2020	**FY2021**
Exit was from SO	0	Exit from SO	0%	0%	0%	**0%**	Exit from SO	0%	0%	30%	**0%**	Exit from SO	0%	0%	10%	**0%**	Exit from SO	0%	0%	40%	**0%**
Exit was from ES	96	Exit from ES	8%	8%	16%	**7%**	Exit from ES	8%	5%	5%	**4%**	Exit from ES	6%	8%	8%	**9%**	Exit from ES	22%	21%	30%	**21%**
Exit was from TH	0	Exit from TH	13%				Exit from TH	0%				Exit from TH	0%				Exit from TH	13%			
Exit was from SH	0	Exit from SH					Exit from SH					Exit from SH					Exit from SH				
Exit was from PH	429	Exit from PH	2%	3%	4%	**3%**	Exit from PH	0%	2%	3%	**1%**	Exit from PH	2%	2%	4%	**1%**	Exit from PH	4%	7%	11%	**5%**
TOTAL Returns to Homelessness	526	Total	4%	4%	6%	**4%**	Total	2%	3%	5%	**2%**	Total	2%	2%	5%	**3%**	Total	9%	9%	16%	**8%**

B.Our response to this question must address **our CoC's current strategy to reduce the rate that individuals and families return to homelessness**, not on the specific metric in **A** above.
C.For **element 1**, your response should address how your CoC **identifies** individuals and families who return to homelessness.
D.For **element 2**, your response should address your CoC's **process** for reducing the rate of additional returns to homelessness.

In the field below:
1.describe your CoC's strategy to identify individuals and families who return to homelessness;

2.describe your CoC's strategy to reduce the rate of additional returns to homelessness

2C-5. Increasing Employment Cash Income–CoC's Strategy. (7 Points)
NOFO Section VII.B.5.f.

Guidance–
A.HUD will use data from HDX **metric 4.4** as part of the score for this question.

Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.4 – Change in earned income for adult system leavers

	FY 2018	FY 2019	FY 2020	FY 2021
Universe: Number of adults who exited (system leavers)	44	17	14	**12**
Number of adults who exited with increased earned income	5	0	2	**3**
Percentage of adults who increased earned income	11%	0%	14%	**25%**

B. Our response to this question must be based on **our CoC's current strategy to increase employment cash income**, not on the specific metric in **A** above.

In the field below:
1.describe your CoC's strategy to access employment cash sources;

2.describe how your CoC works with mainstream employment organizations to help individuals and families experiencing homelessness increase their cash income; and

2C-5a. Increasing Non-employment Cash Income–CoC's Strategy.
NOFO Section VII.B.5.f.
Guidance–
A.HUD will use data from HDX **metric 4.5** as part of the score for this question.
   Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.5 – Change in non-employment cash income for adult system leavers

	FY 2018	**FY 2019**	**FY 2020**	**FY 2021**
Universe: Number of adults who exited (system leavers)	44	17	14	**12**
Number of adults who exited with increased non-employment cash income	14	3	7	**5**
Percentage of adults who increased non-employment cash income	32%	18%	50%	**42%**

B. Our response to this question must be based on **your CoC's current strategy to increase non-employment cash income**–e.g., SSI, SSDI,TANF–not on the specific metric in **A** above.

1.describe your CoC's strategy to access non-employment cash income