HOMELESS SERVICES OVERSIGHT COUNCIL
HSOC FINANCE AND DATA COMMITTEE MEETING
May 26 2021, 9am-10:30am

MEMBERS PRESENT	MEMBERS ABSENT	STAFF & GUESTS
Andrea Montes Alvarado	Bill Crewe	Carrie Collins
Elaine Mansoor	Jeff Al-Mashat	George Solis
Janna Nichols		Jan Maitzen
Jessica Thomas		Jessica Lorance
Riley Smith		Leon Shordon
Shay Stewart		Russ Francis
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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		Shay made a motion to approve the minutes, seconded by Jessica Thomas. The motion passed with all in favor and none opposed. Shay abstained as he was not present for the previous meeting.
4. Action/Information/Discussion		
4.1 Action Item: Vote to Use 1) A Census Methodology for the 2022 Homeless Point in Time Count of Sheltered Persons; 2) An	George provided some background on the PIT (Point in Time) Count. HUD (US Department of Housing & Urban Development) requires CoCs (Continuums of Care) to conduct a full sheltered and unsheltered count of homeless persons every two years. SLO County CoC's last full count took place in 2019. The CoC received an exception from HUD to	Shay made a motion to use a census methodology for the 2022 homeless Point in Time Count of sheltered Persons, to use an

Observational Count Combined with a Sampling Methodology for Obtaining Demographic and Survey Information for Unsheltered Persons Experiencing Homelessness; and 3) A Contractor to Plan and Carry Out the Count in Accordance with this Methodology	carrying out an unsheltered count in 2021 due to the pandemic. Indications now are that an unsheltered count will be required in 2022. George clarified that the CoC will now most likely be carrying out its full PIT counts on even years. The action under consideration would involve the same methodology as previous years. The CoC would need to release a new RFP (Request for Proposals). The consulting fee may increase, as it has in previous years. In 2021, the fee was $76,700. Most of this cost (around $65k) is funded through the County's General Fund Support, with the remainder funded through HUD's annual CoC Planning grant. This item will now go to the full HSOC Special meeting in June for approval.	observational count combined with a sampling methodology for obtaining demographic and survey information for unsheltered persons experiencing homelessness, to use a contractor to plan and carry out the Count in accordance with this methodology, seconded by Elaine. The motion passed with all in favor, none opposed and no abstentions.
4.2 Discussion Item: ESG-CV (Emergency Solutions Grant – Coronavirus) CAPER (Consolidated Annual Performance Evaluation Report) Data	George reported that the ESG-CV (Emergency Solutions Grant – Coronavirus) program requires recipients to submit CAPERs (Consolidated Annual Performance Evaluation Reports) on a quarterly basis, as well as cumulative reports going back to the beginning of the grant period. The two CAPERs included in the agenda packet are cumulative reports until March 31st 2021. The first, for Emergency Shelter projects, show that 239 people and 180 households were served through this work. 157 clients entered these projects from homeless situations, and 81 exited to permanent housing destinations (this represents a 38% positive exit rate, which is higher than average for Emergency Shelter projects). The second CAPER is for Rapid Rehousing projects, and shows 7 people and 6 households were served through this work.	
4.3 Discussion Item: HMIS (Homeless Management Information System) Lead/ System	George reported that HUD conducts monthly system administrator calls for all CoCs. In the last meeting, HUD shared that the next NHSDC (National Human Services Data Consortium) conference will be taking place in Atlanta in the fall. Andrea and Jessica Lorance reported that	

Administrator Monthly Meeting – May Updates	the last NHSDC Conference was extremely useful, especially for hearing from other organizations and to receive updates on future plans for HMIS (Homeless Management Information System). George reported on the Emergency Housing Vouchers program, which was discussed in the call. This program will not be required to enter data into HMIS, as the Housing Authority has two other platforms they enter data into. However, HUD does want to see referrals to the program being tracked through Coordinated Entry. Coordinated Entry data will be transferred into HMIS in future. An update on HMIS data standards will be released at the beginning of October. County staff will schedule an annual HMIS training before this.	
4.4 Discussion Item: San Luis Obispo County Continuum of Care HMIS Website – Preview	Jessica Lorance shared a preview of a new SLO County CoC HMIS website, the goal of which is to support community education and provide resources for HMIS participating agencies, staff and users. The website features information about HMIS, how it works, why it is used, provides links to reports and relevant forms and documents, and allows for submitting support tickets. The website includes a calendar of meetings and training sessions, and will also include videos of previous training sessions. HMIS participating agencies have provided feedback, and the goal is for the website to launch in June. Jessica clarified that the website will not replace other forms of communication between the County and agencies, such as reminder emails.	
4.5 Discussion Item: Adding Coordinated Entry Agencies into HMIS	George reported that the County has been working with HUD TA (Technical Assistance) to upload Coordinated Entry data into HMIS. This issue came about from the Emergency Housing Vouchers program and the requirement that referrals go through Coordinated Entry. George clarified that Coordinated Entry will be a separate section within HMIS, not added to an existing section. George has met with CAPSLO (Community Action Partnership of San Luis Obispo), the Coordinated Entry lead agency, to ensure all required data is being collected in anticipation of the updated data points. Next, George will	

	set up a meeting with Coordinated Entry partner agencies to begin working through the process. Elaine suggested looking into alternatives to emailing protected CSV (Comma Separated Values) files as a method of entering data, even if this is a higher cost.	
5. Future Discussion/Report Items	• Janna requested that data from the State's HDIS (Homeless Data Integration System), showing where homeless clients come from when they engage in services in the county (i.e. from within the county or outside), be brought to the full HSOC meeting in July.	
6. Next Meeting Date: June 23, 2021		
7. Adjournment	Janna adjourned the meeting at 10am.	