

**HOMELESS SERVICES OVERSIGHT COUNCIL
HSOC FINANCE AND DATA COMMITTEE MEETING
July 7 2021, 2am-3:30pm**

MEMBERS PRESENT		MEMBERS ABSENT	STAFF & GUESTS
Andrea Montes Alvarado Bill Crewe Carrie Collins Janna Nichols Riley Smith Shay Stewart Sstoz Tes		Elaine Mansoor Jeff Al-Mashat Jessica Thomas	George Solis Jessica Lorange Leon Shordon Russ Francis
AGENDA ITEM			CONCLUSIONS/ACTIONS
1. Call to Order and Introductions	Janna called the meeting to order at 2pm.		
2. Public Comment	George shared that he has emailed all agencies funded by CESH (California Emergency Solutions & Housing) about an upcoming CESH annual report. George also shared that the County has opened recruitment for a new HMIS Program Manager position. Details can be found via the governmentjobs.com website.		
3. Consent: Approval of Minutes			Shay made a motion to approve the minutes, seconded by Carrie. The motion passed with all in favor, none opposed and no abstentions.
4. Action/Information/Discussion			
4.1 Action Item: Approve HMIS Policies and Procedures	George shared that the SLO County CoC (Continuum of Care) has not updated its HMIS (Homeless Management Information System) Policies & Procedures since 2016. In 2019, County staff worked with		

	<p>HUD (US Department of Housing & Urban Development) TA (Technical Assistance) to review the existing Policies & Procedures. Due to the pandemic, this was delayed in 2020. Staff have now been reviewing HUD TA's feedback, and also taken into consideration the documents updated last year through the Finance & Data Committee. Some of the language concerning HMIS has been updated, and exhibits have been removed. Documents are referenced instead, along with links to the documents on the HMIS website. More content has been added on roles and responsibilities, specifically regarding how the HSOC gave responsibility to the Finance & Data Committee.</p> <p>Janna requested that the date of approval be added to the footer, as well as the front page of the document. George confirmed that this will happen.</p> <p>5CHC (5Cities Homeless Coalition) volunteered to translate the HMIS Privacy Policy into Spanish. The County will then host this on its website. 5CHC has already translated the HMIS Privacy Posted Notice.</p>	<p>Shay made a motion to approve the updated HMIS Policies & Procedures, seconded by Andrea. The motion passed with all in favor, none opposed and no abstentions.</p>
<p>4.2 Action Item: Approve 2022 Point in Time Scope of Work</p>	<p>George shared that the RFP (Request for Proposals) for the 2022 PIT (Point in Time) Count is largely a repeat of last year's RFP, which has already been approved by HSOC.</p> <p>Janna asked if the grant report will only be available in July, as in previous years. George responded that he has had this moved up to June. Janna emphasized that getting the data out to HSOC more quickly, even if not in the form of a final report, would be helpful.</p> <p>George confirmed that agencies will very likely be asked to assist with volunteers in the same way as in previous years. County staff will be working on volunteer outreach. Janna and Bill stated that there have been problems in the past regarding volunteer coordination, and that these barriers should be identified and included in the planning process. George confirmed that this will be included in the discussions with the vendor, and also with the Services Coordinating and</p>	<p>Shay made a motion to approve the 2022 Point in Time Scope of Work, seconded by Andrea. The motion passed with all in favor, none opposed and</p>

	Encampment committees.	no abstentions.
5. Future Discussion/Report Items	<ul style="list-style-type: none"> • ESG-CV (Emergency Solutions Grant – Coronavirus) CAPER (Consolidated Annual Performance Evaluation Report) – George • CESH Annual Report data – George 	
6. Next Meeting Date: July 28, 2021		
7. Adjournment	Janna adjourned the meeting at 2:35pm.	