HOMELESS SERVICES OVERSIGHT COUNCIL
HSOC FINANCE AND DATA COMMITTEE MEETING
March 22 2022, 10am-11:30pm

MEMBERS PRESENT	MEMBERS ABSENT	STAFF & GUESTS
Andrea Montes Alvarado	Brandy Graham	George Solis
Bill Crewe	Riley Smith	Jack Lahey
Carrie Collins	Shay Stewart	Jessica Lorance
Janna Nichols		Joe Dzvonik
Jessica Thomas		Leon Shordon
Kate Swarthout		Russ Francis
Kelly Underwood		
Mark Lamore		
Mimi Rodriguez		
Sstoz Tes		

AGENDA ITEM		CONCLUSIONS/ACTIONS
1. Call to Order and Introductions	Mark called the meeting to order at 10am and introductions were made.	
2. Public Comment	George shared that the Strategy Committee is working on a 5 year strategic plan with the County and consultants Homebase. Homebase is attempting to schedule focus groups for people with lived experience of homelessness. George gave a reminder to respond to Homebase's outreach so meetings can be scheduled. Carrie reported that Transitional Food & Shelter (TFS) will be sunsetting on June 30th. Four units at the El Camino property will become available. The new landlords are open to the program and purpose, and would be happy to talk to anyone interested in taking over the property. TFS will be continuing	

	their Medically Fragile Homeless program under the umbrella of the Link Family Resource Center.	
3. Consent: Approval of Minutes		Kelly made a motion to approve the minutes, seconded by Bill. The minutes were approved with all in favor, none opposed and no abstentions.
4. Action/Information/Discussion		
4.1 Discussion Item: 2022 Point in Time (PIT) and Housing Inventory Count (HIC)		
4.1.1 Discussion Item: PIT Count Debrief	George reported that the observational Point in Time (PIT) Count was carried out on the morning of February 23. Around 80 volunteers, including agency staff, City leaders and County and City staff participated in the count. Applied Survey Research (ASR), the contractor, are currently working on the data. Count staff are currently analyzing data from the shelters and following up with agencies on any questions.	
4.1.2 Discussion Item: Housing Survey Update	The Housing Survey is ongoing. This survey includes questions regarding COVID, services accessed, and reasons for homelessness. The survey allows for more detailed information than the observational count. Peer guides (people with lived experience of homelessness) are being used to carry out the surveys. ASR's report will most likely be ready around June-July. The final PIT Count data must be submitted	

	to HUD (US Department of Housing & Urban Development) by April 30. Aggregate data will be available around this time.	
4.2 Discussion Item: Continuum of Care (CoC) Performance Profile	George presented data on the San Luis Obispo Continuum of Care (CoC), including changes in the years 2016-2020, which have shown a sharp increase in available beds from 2019-2020 and a gradual decrease in length of time people remain homeless.	
4.3 Discussion Item: Coordinated Entry Presentation Update	George reported that the Executive Committee asked for a high level Coordinated Entry presentation for the full HSOC. Due to other priorities, this has been pushed back. As of the last Executive Committee meeting, the presentation has been deferred due to CAPSLO (Community Action Partnership of San Luis Obispo) hiring new Coordinated Entry staff, and the County making changes to integrate Coordinated Entry data into HMIS (Homeless Management Information System). Jessica reported that ClientTrack data has now been uploaded into HMIS. There were some data elements missing, so Jessica has sent a request to include this to the partner agencies.	
4.4 Discussion Item: Data Maturity Assessment Tool	Jessica reported that the Data Maturity Assessment Tool is a self-assessment tool that helps communities to assess their own performance. The Finance & Data Committee used this tool in the last quarter of 2021, and after considering the results, decided to focus on improvement in two areas: performance expectations and entering 100% of projects into HMIS. Staff recommended setting quality benchmarks that will be presented to the next meeting of the Finance & Data Committee.	

4.5 Discussion Item: Homeless Management Information System (HMIS)		
4.5.1 Discussion Item: System Administrators Monthly Call	Jessica reported on the last System Administrators Monthly Call, which included security reminders for HMIS leads, and reporting deadlines for SPM (System Performance Measures) and LSA (Longitudinal Systems Analysis) data.	
4.5.2 Discussion Item: Moving Towards an Open HMIS	Jessica reported that there is a possibility to integrate HMIS with Octavia, which would include service referrals. Jessica has confirmed the systems are compatible and will follow up with more information in the next meeting.	
4.5.3 Discussion Item: HMIS Emergency Shelter Exit Destination Data Quality	Jessica reported that Emergency Shelter exit destination data quality has been an issue for the SLO County CoC. Last year's data showed only 35% successful exits from emergency shelters. County staff recommended implementing the following changes: quarterly monitoring of exit destination data collection, and agency staff checking all possible sources for exit destination. George added that clients are currently auto exited from shelters after 90 days without attendance, which is happening to nearly all clients currently. There should be a process for known exits, such as people put into housing via Rapid Rehousing. The Committee discussed the proposed changes. Agencies felt that this may involve making assumption about people's destinations, and were reluctant to invest time into searching for people just to enter the data, but were willing to look at ROI (Release of Information) forms again to improve data	

	collection. Jessica will bring revised ROI forms to the next meeting.	
4.6 Discussion Item: HUD (US Department of Housing & Urban Development) Reporting		
4.6.1 Discussion Item: System Performance Measures	Jessica reported that SLO County CoC's SPM guidance was published by HUD, and included a number of selection criteria, many of which are performance based. There are six measurements which the CoC is measured on, with data from 2018-2021. Jessica shared the core measures HUD has now incorporated into the CoC program competition.	
5. Future Discussion/Report Items	• Data quality benchmarks • Moving towards an open HMIS update • Revised ROI forms	
6. Next Meeting Date: April 26, 2022		
7. Adjournment	Mark adjourned the meeting at 11:40am.	