# HOMELESS SERVICES OVERSIGHT COUNCIL
## HSOC EXECUTIVE COMMITTEE
### October 16, 2019, 1:00-3:00pm
#### Department of Social Services Room 356

<table>
<thead>
<tr>
<th>MEMBERS PRESENT</th>
<th>MEMBERS ABSENT</th>
<th>STAFF &amp; GUESTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anne Robin</td>
<td>Mariam Shah</td>
<td>Laurel Weir</td>
</tr>
<tr>
<td>Kristen Barneich</td>
<td>Devin Drake</td>
<td>Jessica Lorance</td>
</tr>
<tr>
<td>Janna Nichols</td>
<td></td>
<td>Lisa Howe</td>
</tr>
</tbody>
</table>

## AGENDA ITEM

### 1. Call to Order and Introductions of Guests
Kristen called the meeting to order and introductions were made.

### 2. Public Comment
Community Connections Event is from 10am-2pm at Estrella Hall at the Paso Robles Event Center.

## ACTION/INFORMATION/DISCUSSION

### 3. Review and Approval of Minutes
Anne approved the minutes, seconded by Kristen. Vote was unanimous to approve the minutes

### 4.1 Action Item: Vote to authorize the Chair to sign a letter of support for the County’s application for the Bringing Families Home grant
Anne made a motion to vote to authorize the Chair to sign a letter of support for the County’s application for the Bringing Families Home grant, second by Janna.
<table>
<thead>
<tr>
<th>4.2 Discussion Item: Homeless Emergency Assistance Program (HEAP) Update</th>
<th>Laurel shared with the group that we have signed executed contracts with 2 of the projects in south county. The contracts for other projects are being worked on. A report will be due to the state in December providing information on how much money was spent. The north county project has had some changes. The Paso Robles City Council has approved El Camino Homeless Organization to be the lead operating agency for the warming center this year. Also, it will be a seasonal facility open each night for six months during the cold season instead of being weather based. Also, it will be a navigation center instead of just a warming center.</th>
<th>Vote was unanimous.</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.3 Discussion Item: Homeless Housing, Assistance, and Prevention Program (HHAPP) Update and Planning</td>
<td>Laurel explained to the group that the Homeless Housing, Assistance, and Prevention Program (HHAPP) is going to be coming out soon. It is similar to the HEAP grant in terms of eligible activities, however, it is a one-time only grant. The grant allocation will be based on the 2019 Point in Time Count results. A portion of the grant will be given to the Continuum of Care and the other portion to the county. County staff have recommended that the application for funds be through a single application process.</td>
<td>---</td>
</tr>
</tbody>
</table>
4.4 Discussion Item: California Emergency Solutions and Housing

instead of having one application process for the CoC funds and one for the County funds. The state will let our area know how much funding we are eligible for after the Point in Time Count data comes out. 8% of the funding will need to be used for youth projects. We will have until June 2025 to spend the funding. Staff recommend that the HSOC look at funding priorities prior to the request for proposal. The suggested priorities are as follows:

1) Look at the gaps in the HEAP funding development
2) Ensure that assistance is being provided in underserved areas like the north coast
3) Providing housing for persons in recovery

The group discussed the priorities. Anne suggested rewording suggestion 3 to say persons experiencing co-occurring issues or dually diagnosed, tri-morbidity as well as the aging population.

Laurel updated the group regarding the California Emergency Solutions and Housing
(CESH) Update and Planning

4.5  Discussion Item: HSOC Membership in 2020

4.5.1  Action Item: Vote to make a motion that the HSOC amend its bylaws to modify the composition and size of its membership

| (CESH) grant. There were 2 rounds of this funding from the State. For the 2018 funds, the standard agreement between the County and the State needs to be amended. The State has not yet published the form to request the amendment, so we are waiting on the form from the state. The timing needs to be discussed regarding the 2019 CESH funding, which is about $412,000. The group discussed planning for the funding and the 10-year plan update as well as the need of having a thoughtful discussion around the needs of our community. The funding needs to be spent by 2024.  
Laurel shared with the group that there are several seats on the Homeless Services Oversight Council coming up for renewal or vacancy in 2020. Only one person is not eligible to reapply due to the current bylaws stating that members may only serve 2 terms at 3 years each term totaling 6 years on HSOC. The group discussed amending the bylaws to modify the composition and size of the membership. The motion to amend the bylaws needs to come from the Executive Committee. Staff recommended including additional members in specific categories as per Housing and Urban Development (HUD) application. For example, increasing to 2
Kristen made a motion to that the HSOC amend its bylaws to modify the composition, removing term limits, and size of its membership according to staff report, seconded by Anne. The vote was unanimous. |
4.6 Discussion Item: Warming Center Update

seats under Nonprofit Homeless Providers, Public Safety, Advocates, and Currently or formerly homeless persons categories. It was also recommended that the term limit may cause loss of current valuable expertise. Currently, about a third of the HSOC has seat expiring each year. The group discussed possibilities for amending the bylaws and strengthening the HSOC.

The group discussed warming winter warming center season 2019-2020. Laurel shared with the group that Los Osos Cares will have their warming center at St. Benedicts and will be piloting a safe parking program. North County: Transitional Food and Shelter in Atascadero will be running a warming center at the Lutheran Church that is located on El Camino Real. Paso Cares will not have their warming center this year. Janna explained that the south county warming center is being worked on with support from the faith based community, possibly at the Life Point Church. More updates to come. Janna explained that a ministry group is heading up the warming center in south county this year with the support of 5 Cities Homeless Coalition.
4.7 Discussion Item: Homeless Continuum of Care Staffing Update

Laurel informed the group that the Program Manager position for the Continuum of Care is currently vacant and open for applications online and closes next week. The request for additional positions is going to the Board of Supervisors November 5, 2019. This would include an Administrative Services Officer as well as a part time Administrative Assistant.

4.8 Discussion Item: Committee Reports

Janna shared that the Services Coordinating Committee met on September 24, 2019 and discussed the grant updates, technical assistance training and discussed collaborative training as well as challenges around data tracking. The next meeting for this committee is scheduled for November 26.

Anne shared that the Housing committee met on Oct 1 and discussed the tiny home exposition and the housing element as well as the action plan from the County Planning Department. The next meeting is scheduled for November 5.

Laurel shared that the Finance and Data Committee discussed Homeless Management Information System (HMIS). We have been working with a technical assistance group to help update our HMIS. There will be lots of changes coming to help
increase our HMIS. There are some changes regarding Coordinated Entry coming to this committee as well. The next meeting is scheduled for November 4.

5. Future Discussion/Report Items: NA

6. Next Meeting Date: December 18, 2019

7. Adjournment Kristen adjourned the meeting at 3:00pm.