



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

July 20, 2026, 10:00 am

Committee members must participate in person (except for just cause reasons, or personal emergency reasons approved by the HSOC)

**Room 356, County of San Luis Obispo Department of Social Services
3433 South Higuera St., San Luis Obispo, CA 93401**

Members with approved just cause reasons and the public may participate by Zoom video call:

<https://us06web.zoom.us/j/81762648276?pwd=bGpdWdqJNR13bqrbiuHbTxayckv5ld.1>

Or dial in:

+1 669 444 9171

Meeting ID: 817 6264 8276

Passcode: 033572

1. Call to Order and Introductions (2 minutes*)
2. Public Comment (3 minutes*)
3. Consent: Approval of Minutes (2 minutes*)
4. Action/Information/Discussion
 - 4.1. Implementing Five-Year Plan Line of Effort 3 – Improve and Expand Data Management Efforts Through HMIS and Coordinated Entry System to Strengthen Data-Driven Operational Guidance and Strategic Oversight
 - 4.1.1. Homeless Management Information System (HMIS)
 - 4.1.1.1. Action Item: Data Quality Management Plan (15 minutes*)
 - 4.1.1.2. Discussion Item: Full HMIS Policies and Procedures (10 minutes*)
 - 4.1.1.3. Information Item: System Performance Measures (SPMs): Midyear Progress on All SPMs (20 minutes*)
 - 4.1.1.4. Information Item: Upcoming Institutes for Community Alliance (ICA) Site Visit (10 minutes*)
 - 4.1.2. Data and Performance Ad Hoc Workgroup



4.1.2.1.1.1. Staff Update (5 minutes*)

5. Future Discussion/Report Items (3 minutes*)
6. Next Regular Meeting: August 17, 2026
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](https://www.slocounty.ca.gov/Departments/Social-Services/Homeless-Services/Homeless-Services-Oversight-Council-(HSOC).aspx)

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)
DATA & PERFORMANCE COMMITTEE MEETING MINUTES**

Date

June 15, 2026

Time

10:02 am-11:32 am

Location

Room 356, Department of Social Services, 3433 S. Higuera St., San Luis Obispo, CA 93401

Members Present

Devon McQuade
Diana Howard
Helene Finger
Mark Frauenheim
Mark Lamore
Nathan Rubinoff
Ranel Porter

Staff and Guests

Abby Burgess
Abby Lassen
Alexis Ramirez
Berenice Andrade
Derek Ferree
Erica Jaramillo
Jeff Al-Mashat
Kate Bourne
Laurel Weir
Marie Bolin
Merlie Livermore

1. Call to Order and Introductions

Mark L. called the meeting to order at 10:02 am. Introductions were made by those present at the meeting.

2. Public Comment

Ranel commented that the Welcome Home Village ribbon-cutting ceremony was well executed.

3. Consent: Approval of Minutes

Helene moved to approve the minutes and Devon seconded the motion. The minutes were approved by voice vote.

4. Action/Information/Discussion

4.1. Implementing Five-Year Plan Line of Effort 3 – Improve and Expand Data Management Efforts Through HMIS and Coordinated Entry System to Strengthen Data-Driven Operational Guidance and Strategic Oversight

4.1.1. Homeless Management Information System (HMIS)

4.1.1.1. Discussion Item: Data Quality Management Plan

Kate shared the information for further discussion and noted one piece of feedback from Mark F., who suggested reorganizing the flow and structure of the documents and simplifying the guidances.

Kate initiated a discussion on reasonable data entry turnaround times, asking how quickly data should be entered into the system. Mark F. stated that the objective is to submit data by the end of the business day. Alexis noted that exit data is sometimes unavailable, and Derek added that determining timelines through reporting is not straightforward. Abby B. suggested a goal of submitting 90 percent of data within three business days.

Ranel asked about barriers to timely data submission, and Kate identified possible agency workflow issues, including tracking and HMIS configuration. Abby added that some challenges may be project-specific. Mark F. emphasized the importance of timely and accurate data, and Mark L recommended following up with agencies that need improvement. Nathan suggested aligning expectations with APR requirements and involving the Grants team.

Kate clarified that the proposed timeline would shift from 24 hours to three business days. Mark L. requested that Mark F.'s suggested wording be included in the next draft, which Kate will present at the next meeting as an action item. Ranel expressed support.

4.1.1.2. Action Item: Updated HMIS User Agreement

Kate presented the updated form. Devon moved to approve the form, and Nathan seconded. A roll call vote was conducted, and the motion passed.

4.1.1.3. Information Item: System Performance Measure (SPM) 7: Successful Placements to Permanent Housing

Kate provided information on SPM #7 regarding successful placements into permanent housing.

4.1.1.4. Information Item: Quarterly Homelessness Dashboard Update

Kate presented dashboard updates.

4.1.1.5. Information Item: Upcoming Institutes for Community Alliance (ICA) Site Visit

Kate announced the confirmed dates for the ICA visit, scheduled for the week of August 31–September 4, and noted that the agenda is being developed. She added that the major focus of the training will be transitioning to a new user interface.

5. Future Discussion/Report Items

Nathan proposed focusing on the data improvement plan, noting historic data challenges and emphasizing performance. Kate raised the need to develop categorization (“buckets”) for agencies. Helene requested discussion on new client exits, including how individuals enter the system and additional background information.

6. Next Regular Meeting: July 20, 2026

7. Adjournment

Mark L. adjourned the meeting at 11:32 am.