

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)**  
**Coordinated Entry Committee Meeting Agenda**

July 23, 2025, 11am

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

**Room 356, County of San Luis Obispo Department of Social Services**  
**3433 South Higuera Street, San Luis Obispo**

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

<https://us06web.zoom.us/j/85234213533?pwd=HudEQDRnNZvGfXaLTzascfqafOS9i0.1>

Or dial in:

+1 669 444 9171

Meeting ID: 852 3421 3533

Passcode: 221946

1. Call to Order and Introductions
2. Public Comment
3. Consent: Approval of Minutes
4. Action/Information/Discussion
  - 4.1. Information Item: CES Ongoing Activity and Report
  - 4.2. Information Item: Coordinated Entry Guidance and Workgroup Updates
  - 4.3. Discussion Item: CES Eligibility for Referral
  - 4.4. Information Item: Updates on CES Communication
5. Future Discussion/Report Items
6. Next Regular Meeting: August 27, 2025
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-division/homeless-services-oversight-council01>

**HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC)  
COORDINATED ENTRY COMMITTEE MEETING MINUTES**

**Date**

May 28, 2025

**Time**

11:03 am-12:39 pm

**Location**

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

**Members Present**

Jack Lahey  
Janna Nichols  
Lisa Fraser  
Liz Smith  
Mark Lamore  
Michelle Pedigo  
Susan Lamont

**Members Absent**

Lawren Ramos  
Linda Belch  
Morgan Torell (no Just Cause form)  
Scott Collins  
Wendy Blacker  
Wendy Lewis

**Staff and Guests**

Erica Jaramillo  
Hayley Spyksma  
Kari Howell  
Katy Krul  
Laurel Weir  
Merlie Livermore  
Nathan Rubinoff  
Nathaniel Bearson  
Russ Francis  
Sheena Luten

**1. Call to Order and Introductions**

Jack called the meeting to order at 11:03 am.

**2. Public Comment**

Jack shared that they are excited to add another member to their CAPSLO CE Team, Nathaniel Bearson.

**3. Consent: Approval of Minutes**

Mark moved the motion to approve the minutes, seconded by Janna. Minutes were approved by voice vote. Michelle abstained.

#### **4. Action/Information/Discussion**

##### **4.1. Information Item: Coordinated Entry System Ongoing Activity & Report**

Nathan provided a CE overview of enrollment dashboard. He also provided a graph showing clients enrolled during the analysis period, year-over-year enrollment comparison, community queue enrollments added, community queue of clients with disabling conditions.

Kari also shared the HIC (Housing Inventory Count) data they just finished gathering.

##### **4.2. Discussion Item: CES Annual Review for Fiscal Year 2024-2025**

Based on the Clarity Human Resources HMIS, Jack presented the SLO Coordinated Entry data from June 1, 2024 through May 31, 2025. The report, among other things, showed client demographic count, housing outcomes, income and benefits, health outcomes.

The discussion on data presented elicited questions such as: what gaps should be prioritized; how to improve data quality and tracking at exit; what strategies could increase housing placements for single adults; how to sustain and expand current strengths; and what system-wide benchmarks should be adopted for FY 2025.

##### **4.3. Discussion Item: Data & Performance and Coordinated Entry Committee Alignment**

Jack shared that the purpose and role of the CE Ad hoc committee is to oversee development of CES policies, guidance and procedures. He recommended shifting CES Data and Performance monitoring responsibilities to the Data & Performance Committee.

##### **4.4. Information Item: Coordinated Entry Guidance and Workgroup Updates**

Moved to the next meeting.

##### **4.5. Information Item: Updates on Future Housing Projects in Coordinated Entry**

Moved to the next meeting.

#### **5. Future Discussion/Report Items**

Moved to the next meeting.

#### **6. Next Regular Meeting: June 25, 2025**

#### **7. Adjournment**

Jack adjourned the meeting at 12:39 pm.

## Prioritization & Referral Policy San Luis Obispo Coordinated Entry System (CES)

### Purpose

This Policy establishes basic principles for prioritizing and referring households experiencing homelessness in San Luis Obispo County's Coordinated Entry System (CES). As elaborated in subsequent guidance, the principles outlined in this policy will serve as the basis for all prioritization and referral activities. The policy and guidance will ensure the system's resources are utilized equitably to pursue stable and permanent housing solutions.

In SLO CoC, as in many communities, the demand for homeless services exceeds the relative availability of resources. One of the main goals of Coordinated Entry is to help reconcile this disparity by identifying and prioritizing those with the most severe service needs or highest health vulnerabilities and connecting them to the most appropriate life-saving housing to meet their needs. Coordinated Entry tackles this challenge by utilizing community-wide criteria to help decide who gets attached to available housing and service resources. These policies strive to uphold fairness and equity, most often prioritizing those at the highest risk of adverse outcomes or with the most significant needs to receive appropriate, available resources. In this manner, limited resources can be delivered to those with the greatest need, even as a community's overall need levels continue to shift.

Referral (sometimes called "matching"), is the process of connecting households, based on prioritization and participant preferences, to available housing and other resources that meet their needs. A well-coordinated referral process ensures participants are quickly and effectively connected to the appropriate resources, regardless of where they accessed the system or which provider they first contacted.

### Applicability

The principles in this policy are the foundation for prioritization and referral and will govern nearly all resource allocation in the CES. At the same time, principles are the foundation of policy guidance defining related service delivery standards for facilitating in populations.

### Application of Principles for Prioritization & Referral

Applicability	Definition	CES Principal
<b>Transparent and Equal Matching &amp; Prioritization</b>	Prioritize and match in a way that prevents discrimination because of race, color, religion, sex (including gender, gender identity, sexual orientation, and sexual harassment), national origin, familial status, and disability (both visible and not). Data collected from the assessment process will not be used to prioritize or discriminate against individuals or households for housing and services on the exclusive basis of characteristics or protected classes. Ensure all subpopulations have access to matching and referral to housing and services - especially those disproportionately represented in the homeless response system - to improve housing outcomes and stability. For more information, reference	Non-Discrimination & Equity, Transparency, Consistency

March 2025

	the CE guidance on Equal Access.	
<b>Low Barrier</b>	Apply a low-barrier approach to homeless services delivery grounded in the principles of housing and services with individualized support and participant choice without preconditions.	Housing First & Consistency
<b>Efficient Utilization</b>	Support an efficient and coordinated process that moves people through the crisis response system from homelessness to housing as quickly as possible. Regularly review prioritization and matching protocols in the context of anticipated near-term availability of housing resources and employ resources in an agile manner. Ensure the effective use of resources to maximize available services, units, and vouchers. Encourage quick and consistent communication of resource availability across areas and resource types.	Consistency & Continuous Improvement Process
<b>Consistent &amp; Equitable Assessments</b>	Establish prioritization standards tailored to different subpopulations that produce consistent and effective outcomes. Ensure that assessment administration is consistent and high quality across providers to maximize the effectiveness of the system's assessment tools and processes.	Consistency, Continuous Improvement Process, & Transparency
<b>Progressive Engagement</b>	Use available resources as flexibly and nimbly as possible to ensure individuals receive assistance as quickly as possible.	Progressive Engagement & Housing First
<b>Person-Centered Resource Linkages</b>	Strategically prioritize resources to ensure that people are connected to housing and services appropriate to their needs, eligibility, and existing support systems and to match those with the greatest needs to limited resources. Facilitate adjustments and transfers within and between both housing strategies and different housing projects to provide a "right-sized" system.	Person-Centered Approach

#### Prioritization & Referral Processes

Coordinated Entry staff will work with participants, providers, governing bodies, and system partners to develop guidance that will lay out processes for how participants will be matched to relevant resources  
March 2025

through prioritization. All guidance will align with the principles stated in the above policy.