

HOMELESS SERVICES OVERSIGHT COUNCIL (HSOC) FINANCE AND DATA COMMITTEE MEETING MINUTES

Date

November 28, 2023

Time

9:00-9:53 am

Location

Room 356, Dept of Social Services, 3433 S Higuera St., San Luis Obispo

Members Present

Brandy Graham (attended remotely)
Christy Nichols
Janna Nichols
Lauryn Searles
Mark Lamore
Sstoz Tes

Members Absent

Carrie Collins
Jessica Thomas
Kate Swarthout
Mimi Rodriguez
Shay Stewart

Staff and Guests

Diana Howard
Erica Jaramillo
Kari Howell
Kate Bourne
Laurel Weir
Merlie Livermore
Morgan Torell
Russ Francis
Skylar Caldwell

1. Call to Order and Introductions

Mark Lamore called the meeting to order at 9:00am. Introductions were made by those present at the meeting.

2. Public Comment

Christy Nichols shared that 2024 funding amount for HHIP (Housing and Homelessness Incentive Program) for the San Luis Obispo County could be up to 5M, if all the required metrics are met. She will provide more information at the next meeting.

Brandy Graham of the CAPSLO (Community Action Partnership in San Luis Obispo) shared that the SSVF (Supportive Services for Veteran Families) programs across the nation are seeing a seventy-five increase in funding for next year's services. This increase in funding will significantly impact CAPSLO SSVF and Good Samaritan SSVF programs in continuing to provide services. Brandy reported CAPSLO SSVF program served 119 veteran families at the end of the program year on September 30. Their target for next year with the increased funding will be 130 veteran families. Brandy also reported that on their latest bi-weekly meeting where they've updated the veteran by-name list, there are currently only 16 veterans seeking services that are currently homeless. This is the lowest number on their list as compared to 300-350 veterans seeking help when they started the list eight years ago. She mentioned their collaboration with the People's Self-Help Housing had an impact in lowering the number of homeless veterans down.

Mark Lamore shared that TMHA was just awarded a 5M grant through the CARE (California Reentry and Enrichment) Program. Mark mentioned that with this funding, once they've identified a location, they will develop a 12-bed transitional higher needs facility.

3. Consent: Approval of Minutes

Janna Nichols moved the motion to approve the minutes. Lauryn Searles seconded the motion. Voice vote was taken. All were in favor. Minutes approved.

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 Discussion Item: Case Manager Attendance at HSOC Finance and Data Committee Meetings

Kari Howell shared that it could be beneficial for case managers to attend this meeting as they can provide impactful input especially when it comes to policy discussions. Their involvement in this committee could also provide opportunities for case managers to share their expertise. A call to invite case managers via email was suggested by Brandy. Mark Lamore and Kari will work together to draft a letter inviting the case managers.

Lauryn Searles shared that it might be helpful for case managers to sit in on discovery calls, giving them a sneak peek at the HMIS and to segue them to participate in the committee.

4.1.2 Discussion Item: Homeless Management Information System (HMIS)

4.1.2.1 Discussion Item: HMIS Upgrade Activities Update

Kate Bourne shared that the team is holding its final discovery meeting this week with CAPSLO. Then the team will proceed with the actual additional migration activities and data cleanup. She mentioned that Bitfocus has produced their data analysis and in their report, they specified what needs to be fixed in the data provided to be compatible with HUD (Department of Housing and Urban Development) data formatting. After going through the data analysis report tomorrow, the first data HMIS office hour will be on Wednesday, December 6 from 11am-12noon. During this office hour, the team will present on data quality and how to make the fixes to have a successful data migration to Bitfocus. Kate also shared that they have been focusing on getting the learning

management system up and running. Any new users starting December 1 that need access to BellData will go through the learning management website. There will be more training when Bitfocus is launched in February.

4.1.2.2 Discussion Item: HMIS System Administrators Monthly Call Report

Kate Bourne reported that HUD started the call by talking about data standards update and the reports that went with the data standards update that went live earlier this year. She also mentioned that they are waiting on a couple of updates from HUD: the HUD-VASH (HUD-Veterans Affairs Supportive Housing) Translator tool and the updates to the Stella metrics. Kate also mentioned that updates on the SSVF monthly uploads are happening in December, the SLA (Longitudinal System Analysis) submissions opened and launched on November 13, and systems performance measures reporting will happen in early February.

4.1.3. Discussion Item: 2024 Unsheltered PIT (Point in Time) Count Update

Kari Howell shared the county wide PIT Count committee has been launched. Currently there are 21 members comprised of Public Health, outreach teams, local grassroots organizations in North County, Morro Bay, and the City SLO, county staff, and leaders from service providers. Kari shared the invitation for more members to join the PIT Committee. Meetings will be held every Thursday, starting November 30. The immediate priorities for the committee are to confirm the PIT Count start time, input guide incentives and recruitment strategies, and input for the survey. The first draft of the survey will be presented to the Finance & Data committee meeting in December. From December 14 through the first few weeks of January, the focus will be on volunteer recruitment and training. The team has already been engaged in various social media platforms in promoting volunteer recruitment.

4.1.4. Discussion Item: Longitudinal Systems Analysis (LSA) Update

Kate Bourne mentioned that the LSA data submission opened on November 13, and they have uploaded their first set of data successfully. There were only 33 initial flags, mostly issues that had to do with HUD's platform and calculation on data. Continuous uploads will be done to address each issue. The team also started data cleaning, which includes the housing inventory count. According to Kate, the final due date for the LSA is January 17.

5. Future Discussion/Report Items

- Kari Howell proposed moving the next meeting up one week, to December 19, to present the first draft of the PIT Count survey.
- Brandy Graham suggested addressing diversity, equity, and inclusion and what is being done at the county level

6. Next Regular Meeting

December 19, 2023, at 9am

7. Adjournment

Mark Lamore adjourned the meeting at 9:53am.