



**Meeting Agenda  
Continuum of Care (CoC) Board  
Wednesday, May 10, 2023  
2:00pm – 3:30pm  
Ventura County Office of Education  
5100 Adolfo Road, Camarillo**

Zoom Meeting ID: 871 1841 0223

<https://us02web.zoom.us/j/87118410223>

1. Call to Order
2. Board Comments
3. CoC Staff Comments
4. Public Comments: Public Comment is an opportunity for the public to participate in public meetings by addressing the Ventura County Continuum of Care Board in connection with one or more agenda or non-agenda items. This meeting is subject to the Brown Act and public comments may be submitted by using one of the following options:

**Email in advance of the meeting:** If you wish to make public comment on an agenda item via email, please submit your comment via email by 4:30pm on the day prior to the Board meeting. Send emails to: [venturacoc@ventura.org](mailto:venturacoc@ventura.org) Please indicate the agenda item you would like to speak on if relevant and whether you would like your message read by staff or you will be participating and would like to provide your comments during the live meeting.

**During the meeting:** Participants may use the chat function in zoom to indicate they would like to make a comment. Staff will call on participants during the public comment section of the meeting or during specific item following staff presentation of the item.

Continuum of Care Governance Board Business

5. Approval of Board Minutes from April 12, 2023.
6. Receive and file a report on FY22 Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Program Competition Debriefing.
7. Receive and file the VC Homeless Management Information System and Pathways to Home Coordinated Entry System (VC HMIS/PTH CES) Report and Fiscal Year 2021-22 Data.
8. Approval to release a Request for Qualifications for consultant services to develop a countywide Supportive Services Plan and approval to allocate up to \$50,000 of administrative funds from the Homeless Housing Assistance and Prevention (HHAP) Program.
9. Authorize Collaborative Applicant staff to work with the VC CoC Youth Collaborative to complete and apply for the U.S. Department of Housing and Urban Development (HUD) Youth Homelessness Demonstration Program (YHDP) grant.



**Meeting Minutes  
Continuum of Care (CoC) Board  
Wednesday, April 12, 2023  
3:30 pm - 5pm  
Ventura County Office of Education  
5100 Adolfo Road, Camarillo**

Zoom Meeting ID: 871 1841 0223

<https://us02web.zoom.us/j/87118410223>

- 1. Call to Order:** Manuel Minjares, Board Vice Chair, called the meeting to order at **3:38pm**.  
**Board Members:** Emilio Ramirez, Manuel Minjares, Pauline Preciado, Jack Edelstein, Mara Malch, Juliana Gallardo, Stefany Gonzalez, Paul Drevenstedt, Ingrid Hardy, Michael Nigh

**Absent:** Kevin Clerici, Dawn Dyer, Dr. Sevet Johnson

**Staff:** Morgan Saveliff, Felipe Flores, Alicia Morales-McKinney, Jennifer Harkey, Christy Madden

- 2. Board Comments:** Michael Nigh suggested the VC CoC Board re-introduce themselves since this is the first in-person meeting since before the pandemic.
- 3. CoC Staff Comments:** Jenn Harkey, VC CoC Staff, shared that LeSar consulting firm is actively gathering data and conducting focus groups to do a deep dive into homelessness. Jenn shared that results are expected in May. A community survey was posted on the CoC website and shared on social media. Everyone is encouraged to provide feedback.

Jenn Harkey also introduced the new Community Development/CoC Program Assistant, Morgan Saveliff.

- 4. Public Comments:**

Elizabeth Stone shared an update regarding the work she is developing in the community with Persons with Lived Expertise (PLE). She also shared she felt that were discrepancies in the strategic planning efforts with Lesar and has concerns about incorporating those with lived experience being accurately represented in the results.

Continuum of Care Governance Board Business

- 5. Approval of Board Minutes from March 8, 2023.**

Michael Nigh moved approval; Paul Drevenstedt was second; All in favor.

- 6. Receive and file a report on FY22 Department of Housing and Urban Development (HUD) Continuum of Care (CoC) funding awards.**

Jenn shared that the CoC was approved for all HUD renewal grants and will be receiving \$3.4 million in funding awards. The HUD debrief is expected in about a month and will be shared with the CoC Board once received. Jenn further informed that the County had a 97% housing retention rate last year;

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April 12, 2023

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however, in the last 6 months there have been additional exits from Permanent Supportive Housing (PSH) into homelessness and some from our CoC-funded projects. Ingrid Hardy, VC CoC Board member, inquired as to why there was an increase in exits into homelessness from PSH. Jenn responded that there was a need for more intensive supportive services across the system. The increase in exits is with providers supporting special populations such as those with mental illness. Strategies for wrap-around services also need to be increased. Elizabeth Stone suggested quality of life supportive services be provided and suggested providers be trained on de-escalation and trauma informed practices. Susan Whitewood commented that she would like to advocate for increased funding for supportive services.

### **7. Authorize the release of a Request for Proposals (RFP) for the California Housing & Community Development (HCD) Emergency Solutions Grant (ESG) funding.**

Felipe Flores, VC CoC Staff, reported that the 2023 Notice of Funding Availability (NOFA) was scheduled to be announced in March 2023, but no announcement has been made. Per the California Department of Housing and Community Development (HCD), awards were supposed to be announced in December 2022; however, it remains pending. The CoC is tentatively slated to receive \$146,267.00. Felipe requested authorization from the CoC Board to issue a Request for Proposals (RFP) in once the State NOFA is released. Jack Edelstein moved approval; Ingrid Hardy was second; All in favor.

### **8. Receive an update on the County Board of Supervisors' approval for State Homekey match funding for the creation of new Permanent Supportive Housing and Interim Shelter.**

Tracy McAuley, CEO Community Development Management Analyst, presented an update on the State Homekey funding for Permanent Supportive Housing (PSH) developments. Juliana Gallardo, VC CoC Board member, asked for a timeline regarding units becoming available. Tracy referred to Kyler Carlson with the Housing Authority of the City of San Buenaventura (HACSB) who reported that the initial rehab for occupancy is expected to be completed in Spring of 2024. Pauline Preciado, VC CoC Board member, asked if wrap-around services would be available for residents. Kyler responded that the HACSB Community Services Department would be responsible for providing services and is planning to provide a staffing ratio of 20:1 and 15:1 for chronically homeless individuals. Elizabeth Stone wanted to acknowledge and thank the HACSB for partnering with people with lived expertise on the La Quinta project development. Lastly, Tracy noted that the released NOFA has a smaller allocation of \$68M for the entire Southern California region. She commented that it is anticipated that not enough funding will be available for all project applicants.

### **9. Receive a presentation of the 2023 Ventura County Homeless Point in Time Count and approve 2023 recommendations to end homelessness in Ventura County.**

Jenn Harkey provided a presentation on the 2023 State of Homelessness in Ventura County. Jenn shared the 2023 Board Recommendations to 1) End Veteran homelessness, 2) Further efforts to address unsheltered youth, 3) Reduce the number of Chronically Homeless adults, 4) Encourage each jurisdiction to review unsheltered numbers and develop strategies to reduce unsheltered homelessness. 5) Expand efforts partnering with people with lived experience, and 6) Reduce the number of first-time homeless households.

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Michael Nigh asked how this year's goals are different from last year's. Jenn explained that the goal to reduce chronic homelessness is new as well as the last goal to reduce the number of first-time homeless households. Pauline asked if the metrics were dictated by the state or locally. Jenn replied that the system performance metrics were set by HUD. She further explained that Homeless Housing, Assistance and Prevention (HHAP) grant has a different set of goals that we monitor, but the goals presented today were US Department of Housing and Urban Development (HUD) – CoC goals.

Susan Whitewood, VCBH Housing Manager, requested to add to the recommendations to fully fund supportive services. Manuel Minjares, VC CoC Board member, appreciated the feedback and highlighted the importance of supportive services. Jenn commented that the CoC Board can add a recommendation to leverage supportive services to prioritize retention, but explained that funding depends on eligible uses for each grant. Ingrid Hardy asked where other communities stand with their 5-year plan in conjunction with this data. Jenn shared that other CoC's have similar recommendations to ensure performance measures are reached. She further commented that CoC Staff can do additional research with other CoC's.

Manuel Minjares inquired about the Point in Time (PIT) count observations vs. surveys and inquired how we can increase our survey rate. Jenn explained that the observation rate has likely increased due to the CoC not being able to provide in-person training since before the pandemic. Jenn further explained that when we have a higher observation rate, data must be extrapolated, which affects numbers for subpopulations. Jenn shared that she would like to provide more involved, in-person training to help volunteers feel more comfortable completing surveys and suggested including the workgroup in training. Jack Edelstein asked if the CoC had funding to support the suggested board recommendations. Jenn indicated that HHAP funding specifically is available to support these recommendations. In addition, the CoC is leveraging partnerships to support subpopulations such as TAY and Veterans. Lastly, housing units coming online are also projected to reduce numbers. Jenn explained that homeless prevention efforts will need to increase in order to reduce first time homeless numbers and explained we may focus more on that in round 5 of HHAP. Chris Russell, Senior Program Manager at the Human Services Agency, inquired if these recommendations align with the work of the LeSar consulting group. Jenn explained that the CoC Board approved recommendations will be shared with Lesar. She further commented that Lesar is gathering data and is doing a deeper dive into funding and service gaps so their recommendations will likely be more detailed and likely to align.

Elizabeth R. Stone commented that there are already resources for supportive services and that the responsibility of funding supportive services should not solely fall on the CoC. Elizabeth also asked what was working well in 2017 that caused homeless count numbers to be lower when compared to 2022. Jenn clarified that there was a change in methodology. Previously, paper surveys were used and now, mobile technology and GIS Mapping are employed along with increasing the number of volunteers countywide. The CoC Board recommended to add a 7<sup>th</sup> recommendation to the Report, "Leverage resources to prioritize or increase supportive services for housing retention." Paul Drevenstedt moved approval; Jack Edelstein was second; All in favor.

**Additional items not on the Agenda:** No further comment

Next meeting set for May 10, 2023.

Meeting adjourned at 5:00 pm.

May 10, 2023

VC CoC Governance Board

**SUBJECT:** Receive and file a report on FY22 U.S. Housing and Urban Development (HUD) Continuum of Care Program Competition Debriefing

**BACKGROUND:** On March 29, 2023, HUD announced the funding awards for the FY22 Continuum of Care Program. The Ventura County Continuum of Care (VC CoC) was successful in the award of all renewal projects submitted in the FY22 competition. In April 2023, HUD sent the attached debriefing scores to communities.

**DISCUSSION:** The Ventura County CoC's overall score in FY22 competition was 149. The median score for all CoCs was 154.5 out of 200 possible points. Our overall system performance for federal fiscal year 2021-22 continued to decline as the number of first time homeless households and the length of time homeless has increased. However, the number of people entering into permanent housing and the housing retention rate has been positive. The points available for system performance through HUD scoring has gradually increased over the past few years which places more emphasis on positive outcomes.

Areas for improvement as indicated by the Continuum of care Program Competition Debriefing provided by HUD include the following:

- **Rapid Rehousing (RRH) Inventory:** VC CoC lost all 10 points in this category due to a reduction in RRH beds from the prior year;
- **Bed coverage rate in HMIS:** VC CoC did not meet the goal of having 85% or more emergency shelter, transitional housing and supportive housing programs in HMIS. These are non-CoC grant funded programs. VC CoC lost 1.5 points;
- **System Performance** (Lost 18.5 points out of 59)
  - **First Time Homeless:** the VC CoC Board has made a recommendation to prioritize homeless prevention and diversion strategies in 2023-24 (scored 1 out of 3 points);
  - **Length of Time Homeless:** the VC CoC needs more housing resources to effectively reduce the length of time people are experiencing homelessness (scored 5 out of 13);
  - **Placements in Permanent Housing:** the VC CoC was successful in exits to permanent housing (scored 13 out of 13 points);
  - **Returns to Homelessness:** the VC CoC continues to reduce the rate of returns to homelessness (scored 8 out of 8 points);
  - **Job and Income Growth**—the VC CoC has increased access to employment and non-employment income by leveraging resources for benefits and employment services (scored 6.5 out of 7 points)

Additionally, the VC CoC scored 5 out of 14 points in the area of coordination with housing and healthcare. Even though our CoC has partnered with the local public housing authorities and expanded partnerships in healthcare, HUD expects the leveraging of resources to increase for supportive services to assist with housing retention. The VC CoC Board has also made a recommendation to prioritize this effort in 2023-24.

**CA-611–Oxnard, San Buenaventura, Ventura County CoC**

This document summarizes the scores HUD awarded to the Continuum of Care (CoC) Application your CoC submitted during the Fiscal Year (FY) 2022 CoC Program Competition and is divided into three sections:

- 1. High Priority CoC Application Questions;**
- 2. CoC Scoring Summary**—on the five sections of the application; and
- 3. Overall Scores for all CoCs**—including highest and lowest scores.

We organized sections 1 and 2 like the CoC Application. We included FY 2022 CoC Program Notice of Funding Opportunity (NOFO) references in the CoC Application so that you could reference the question to the NOFO, where applicable.

**1. High Priority CoC Application Questions**

CoC Application Question	NOFO Section	Maximum Points Available	Points Your CoC Application Received
<b>1D. Coordination and Engagement—Coordination with Federal, State, Local, Private, and Other Organizations</b>			
<b>1D-2. Housing First—Lowering Barriers to Entry.</b>	VII.B.1.i.	10	10
<b>1D-2a. Project Evaluation for Housing First Compliance.</b>			
<b>1D-3. Street Outreach—Scope.</b> Describe in the field below: <ol style="list-style-type: none"> <li>1. your CoC’s street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;</li> <li>2. whether your CoC’s Street Outreach covers 100 percent of the CoC’s geographic area;</li> <li>3. how often your CoC conducts street outreach; and</li> <li>4. how your CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance.</li> </ol>	VII.B.1.j.	3	3

**Continuum of Care Program  
Competition Debriefing**

**FY 2022**

CoC Application Question	NOFO Section	Maximum Points Available	Points Your CoC Application Received
<b>1D-5. Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC).</b> Enter the total number of RRH beds available to serve all populations as reported in the HIC–only enter bed data for projects that have an inventory type of “Current.”	VII.B.1.l.	10	0
<b>1D-7. Increasing Capacity for Non-Congregate Sheltering.</b>	VII.B.1.n.	1	1
<b>1D-8. Partnerships with Public Health Agencies–Collaborating to Respond to and Prevent Spread of Infectious Diseases.</b> <b>1D-8a. Collaboration With Public Health Agencies on Infectious Diseases.</b>	VII.B.1.o.	5	5
<b>1D-10. Promoting Racial Equity in Homelessness–Conducting Assessment.</b> <b>1D-10a. Process for Analyzing Racial Disparities–Identifying Racial Disparities in Provision or Outcomes of Homeless Assistance.</b> <b>1D-10b. Strategies to Address Racial Disparities.</b> <b>1D-10c. Actions Taken to Address Known Disparities.</b> <b>1D-10d. Tracking Progress on Preventing or Eliminating Disparities.</b>	VII.B.1.q.	7	5.5
<b>1D-11. Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decision making–CoC’s Outreach Efforts.</b> <b>1D-11a. Active CoC Participation of Individuals with Lived Experience of Homelessness.</b> <b>1D-11b. Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.</b> <b>1D-11c. Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.</b>	VII.B.1.r.	3	2.5

CoC Application Question	NOFO Section	Maximum Points Available	Points Your CoC Application Received
<b>1E. Project Review, Ranking, and Selection</b>			
<p><b>1E-2, 1E-2a, and 1E-2b. Project Review and Ranking Process Your CoC Used in Its Local Competition.</b></p> <p>These questions assessed whether your CoC used objective criteria and past performance to review and rank projects based on required attachments.</p> <ol style="list-style-type: none"> <li>1. At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).</li> <li>2. At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).</li> <li>3. Used data from a comparable database to score projects submitted by victim service providers.</li> <li>4. Used objective criteria to evaluate how projects submitted by victim service providers improved safety for the population they serve.</li> <li>5. Used a specific method for evaluating projects based on the CoC’s analysis of rapid returns to permanent housing.</li> <li>6. Specific severity of needs and vulnerabilities your CoC considered when ranking and selecting projects.</li> </ol>	<p>VII.B.2.a., 2.b., 2.c., 2.d.</p>	<p>21</p>	<p>21</p>



CoC Application Question	NOFO Section	Maximum Points Available	Points Your CoC Application Received
7. Considerations your CoC gave to projects that provide housing and services to the hardest to serve populations that could result in lower performance levels but are projects your CoC needs in its geographic area.			
<b>2A. Homeless Management Information System (HMIS) Bed Coverage</b>			
<b>2A-5. Bed Coverage Rate–Using HIC, HMIS Data.</b>	VII.B.3.c.	4	2.5
<b>2A-6. Longitudinal System Analysis (LSA) Submission in HDX 2.0.</b>	VII.B.3.d.	2	2
Did your CoC submit LSA data to HUD in HDX 2.0 by January 15, 2022, 8 p.m. EST?			
<b>2C. System Performance</b>			
<p><b>2C-1. Reduction in the Number of First Time Homeless–Risk Factors Your CoC Uses.</b> We scored this question based on data your CoC submitted in HDX and your narrative response.</p> <p>In the field below:</p> <ol style="list-style-type: none"> <li>1. describe how your CoC determined the risk factors to identify persons experiencing homelessness for the first time;</li> <li>2. describe your CoC’s strategies to address individuals and families at risk of becoming homeless; and</li> <li>3. provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the number of individuals and families experiencing homelessness for the first time.</li> </ol>	VII.B.5.b.	3	1

CoC Application Question	NOFO Section	Maximum Points Available	Points Your CoC Application Received
<p><b>2C-2. Length of Time Homeless–CoC’s Strategy to Reduce.</b> We scored this question based on data your CoC submitted in HDX and your narrative response.</p> <p>In the field below:</p> <ol style="list-style-type: none"> <li>1. describe your CoC’s strategy to reduce the length of time individuals and persons in families remain homeless;</li> <li>2. describe how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and</li> <li>3. provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the length of time individuals and families remain homeless.</li> </ol>	VII.B.5.c.	13	5
<p><b>2C-3. Exits to Permanent Housing Destinations/Retention of Permanent Housing–CoC’s Strategy.</b> We scored this question based on data your CoC submitted in HDX and your narrative response.</p> <p>In the field below:</p> <ol style="list-style-type: none"> <li>1. describe your CoC’s strategy to increase the rate that individuals and persons in families residing in <b>emergency shelter, safe havens, transitional housing, and rapid rehousing</b> exit to permanent housing destinations;</li> <li>2. describe your CoC’s strategy to increase the rate that individuals and persons in families residing in <b>permanent housing projects</b> retain their permanent housing or exit to permanent housing destinations; and</li> </ol>	VII.B.5.d.	13	13

CoC Application Question	NOFO Section	Maximum Points Available	Points Your CoC Application Received
<p><b>3.</b> provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to increase the rate that individuals and families exit to or retain permanent housing.</p>			
<p><b>2C-4. Returns to Homelessness–CoC’s Strategy to Reduce Rate.</b> We scored this question based on data your CoC submitted in HDX and your narrative response.</p> <p>In the field below:</p> <ol style="list-style-type: none"> <li><b>1.</b> describe your CoC’s strategy to identify individuals and families who return to homelessness;</li> <li><b>2.</b> describe your CoC’s strategy to reduce the rate of additional returns to homelessness; and</li> <li><b>3.</b> provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the rate individuals and persons in families return to homelessness.</li> </ol>	VII.B.5.e.	8	8

CoC Application Question	NOFO Section	Maximum Points Available	Points Your CoC Application Received
<p><b>2C-5. Increasing Employment Cash Income–CoC's Strategy.</b> We scored these questions based on data your CoC submitted in HDX and your narrative response.</p> <p>In the field below:</p> <ol style="list-style-type: none"> <li>1. describe your CoC’s strategy to access employment cash sources;</li> <li>2. describe how your CoC works with mainstream employment organizations to help individuals and families experiencing homelessness increase their cash income; and</li> <li>3. provide the organization name or position title that is responsible for overseeing your CoC’s strategy to increase income from employment.</li> </ol> <p><b>2C-5a. Increasing Non-employment Cash Income–CoC’s Strategy.</b> In the field below:</p> <ol style="list-style-type: none"> <li>1. describe your CoC’s strategy to access non-employment cash income; and</li> <li>2. provide the organization name or position title that is responsible for overseeing your CoC’s strategy to increase non-employment cash income.</li> </ol>	VII.B.5.f.	7	6.5

**2. CoC Scoring Summary (from FY 2022 CoC NOFO)**

Scoring Category	Maximum Score (Points)	Your CoC Score (Points)
<b>1B.</b> Coordination and Engagement–Inclusive Structure and Participation	5	3.5
<b>1C.</b> Coordination and Engagement–Coordination with Federal, State, Local, Private, and Other Organizations	29	24.5
<b>1D.</b> Coordination and Engagement–Coordination with Federal, State, Local, Private, and Other Organizations–Continued	49	36.5
<b>1E.</b> Project Capacity, Review, and Ranking–Local Competition	30	28.5
<b>2A.</b> Homeless Management Information System(HMIS)–Implementation	9	5.5
<b>2B.</b> Point-in-Time (PIT) Count	5	5
<b>2C.</b> System Performance	59	40.5
<b>3A.</b> Coordination with Housing and Healthcare	14	5
<b>Total CoC Application Score*</b>	<b>200</b>	<b>149</b>

\*The total does not include bonus scores.

**3. Overall Scores for all CoCs**

Highest Score for any CoC	188.75
Lowest Score for any CoC	53.5
Median Score for all CoCs	154.5
Weighted Mean Score** for all CoCs	162.25

\*\*The weighted mean score is the mean CoC score weighted by Annual Renewal Demand. CoCs that scored higher than the weighted mean score were more likely to gain funding relative to their Annual Renewal Demand, while CoCs that scored lower than the weighted mean were more likely to lose money relative to their Annual Renewal Demand.

May 10, 2023

VC CoC Governance Board

**SUBJECT:** Receive and File the VC Homeless Management Information System and Pathways to Home Coordinated Entry System (VC HMIS/PTH CES) Report and Fiscal Year (FY) 2021-22 Data.

**BACKGROUND:** The County of Ventura, Human Services Agency operates and manages the VC HMIS/PTH CES as required by HUD through the Ventura County Continuum of Care (VC CoC) program. The VCHMIS/PTH CES team drafts annual goals and a strategic plan in accordance with the VC CoC's Strategic Plan, for approval by the VC HMIS/PTH CES Steering Committee. All major initiatives, including Policies and Procedures, are reviewed and approved by the Steering Committee and then presented to the VC CoC Governance Board for approval.

**DISCUSSION:** Review the VC HMIS/PTH CES report and updates for Fiscal Year (FY) 2021-22 data.



## Ventura County Homeless Management Information System/ Pathways to Home - Coordinated Entry System - Narrative and Analysis May 2023

### PROJECTS/GRANTS

#### HMIS / CES Expansion Grant

The Human Services Agency (HSA) grant to include Homeless Management Information System & Coordinated Entry System (HMIS/CES) into one grant has been approved. By consolidating the grants, the management and monitoring of funds moving forward will be streamlined.

#### Online Training Project

The VC HMIS received a Homeless Housing Assistance and Prevention Program (HHAP) grant to migrate existing training to an online platform to increase and enhance training for service providers. Trainings include the standard “just in time” courses as well as new user trainings. Examples: CES Basics and Chronic Homeless Documentation. To date, 8 trainings sessions have been recorded and are live. We are currently in the process of expanding the available catalog by including the Case Management and New User Trainings.

#### Continuous Process Improvement

- To respond to the request for additional training we have developed ‘Just-in-Time’ sessions to focus on specific areas within the HMIS system that an end-user may be struggling with. These sessions are shorter than the new user sessions and are offered monthly. The continued incorporation of office hours has helped address some of the unique challenges that our end user may experience. These sessions are available bi-weekly.
- The HMIS/ CES team has added additional trainings to support users by offering: The Road to Case Conferencing, Chronic Homeless Documentation, and Quarterly Reporting: Data Quality Framework and 252 Data Completeness Report Overview.
- We continue to provide additional trainings to our HMIS community that are not specific to the system but rather support the provider in their service to the population. The trainings that have been made available over the last year are: Working with older adults, Three-Part Principles of Trauma Informed Services, Dementia Round Table, Mental Health First-Aid, Dr. Lande’s Reasoning with the Aging Brain, Pt.1 and 2, Mental health issues, Mood issues, and Anxiety, Mindfulness and the developing brain.
- HMIS/CES developed a new vulnerability assessment tool (VAT) to better address the community needs by showing a true representation of the vulnerability of our clients. Input was solicited by service providers in the community and continues to be revised for accuracy/effectiveness to ensure equitable access. Current version is 1.8.
- Complete revision of CES - PTH prioritization procedure and policies.
- Updated policies and procedures of onboarding new agencies and projects.
- Supported multiple agencies to enhance efforts to align processes with CES policies. Which is inclusive of our largest emergency shelter and transitional housing providers.
- Development and full utilization of document submission portal for both HMIS and CES.

Note: We continue to partner with HSA’s Business Technology Department and HMIS vendor to ensure system use and current technology and system interface remains beneficial to community needs.

## Data Sharing Partnerships

There has been an increase on requests for data contained within HMIS. Data sharing agreements are now in place with the following entities on a regular basis: Ventura County Behavioral Health; HSA Employment Services; HSA Homeless Services – Housing and Disability Assistance Program; & the VC CoC Veterans Services Committee. These partnerships better connect services between those experiencing or at risk of homelessness and those connected to the programs listed above.

### STATISTICS –

#### 1. Number of HMIS Participating Agencies:

FFY	20/21	21/22	22/23 YTD
<b># of Agencies</b>	32	34	35

#### 2. Number of HMIS Licensed Users:

FFY	20/21	21/22	22/23 YTD
<b># of Users*</b>	197	198	215
*Does not include HMIS staff.			

#### 3. Number of HMIS License Updates

FFY	2020-2021	2021-2022	2022-2023 YTD
<b># of Users*</b>	119	121	183
*This includes all add, delete, and disable user requests.			

#### 4. Number of Trainings:

FFY	20/21	21/22	22/23 YTD
<b># of Trainings</b>	14	82	41

#### Trainings offered include:

- HMIS New User Training- Coordinated Entry System Part 1 & 2
- HMIS New User Training- Case Management
- HMIS Just-In-Time-CES Eligibility & Referral Training
- VC CoC Programs Training (collaboration)
- HMIS Just-In-Time Household Set-Up & Project Entry
- Advanced Reporting Tool Training
- HUD Data Quality Standards Updates
- HMIS Just-In-Time CES Exits Training
- HMIS Just-In-Time Services & Project Exit Training
- HMIS Just-In-Time Interim Updates & Annual Assessments
- HMIS Just-In-Time Vulnerability Assessment Tool (VAT) Trainings
- HMIS Just-In-Time Reporting

#### 5. Number of Agency Onboarding requests:

FFY	20/21	21/22	22/23 YTD
<b># of Requests</b>	5	2	1



6. Number of Custom Ad Hoc Reports

FFY	2020-2021	2021 – 2022	2022 – 2023 YTD
# of Request	6	12	8
Examples of these reports are: CalAIM, LeSar, Abt Associates, Etc...			

**CES Data:**

*The information listed below relates to only data entered in HMIS.*

1. Total Number of Referrals:

FFY	20/21	21/22	22/23 YTD
# of Referrals	*1,319	2,103	2,351

\*Decrease for FFY 20/21 due to first year of COVID.

2. Number of clients matched with housing opportunities

FFY	*2021-2022	2022 -2023 YTD
# of matches	198	67

This is the # of clients matched for all housing opportunities including Permanent Supportive Housing, Permanent Housing and Emergency Housing Vouchers. Although a client is matched with an opportunity it does not always turn into a placement.

\*We do not have an accurate count of matches prior to 2021-2022 fiscal year.

3. Permanent Supportive Housing Placements:

FFY	20/21	21/22	22/23 YTD
# of Households	49	36	89

\* Does not include matches to other housing types.

4. Time frame from Referral to Housed (all types):

FFY	20/21	21/22	22/23 YTD
# of Days	50	31	182

Permanent Supportive Housing type (tenant based vs. project based) impacts the overall timeframe from when a client receives a referral to the date they are housed.

**CURRENT PRIORITIES**

In addition to the administration of VC HMIS/CES, below are identified priorities and initiatives:

- Ensuring System Performance Metrics are reached
- Accurate and up to date Bed and Unit Inventory to support Housing Inventory Count (HIC)
- Enhance Online Training Implementation (On-Demand)
- Ensuring 100% compliance VC HMIS/CES Site Visits
- HMIS/CES Data Preparation for Longitudinal System Analysis (LSA)
- Developing customer satisfaction survey for provider agencies
- **CES 3.0** (Agency owned CES consideration; Provider accountability & expectations around referral & placement; Establish measures to increasing overall data quality)
- Ensure that HMIS Vendor is meeting the unique and enhanced needs of the community.

May 10, 2023

VC CoC Governance Board

**SUBJECT:** Approval to release a Request for Qualifications for consultant services to develop a countywide Supportive Services Plan and Approval to allocate up to \$50,000 of administrative funds from the Homeless Housing Assistance and Prevention (HHAP) Program.

**BACKGROUND:** In April 2023, the VC CoC Board made a recommendation to leverage resources to prioritize or increase supportive services for housing retention. In response, VC CoC staff are seeking approval to release a Request for Qualifications to contract with consultant services to 1) facilitate an assessment addressing the challenges around providing quality supportive services; 2) determine the appropriate caseload ratios based on different subpopulations; and 3) develop a Supportive Services Plan to include best practices for housing navigation and retention. The assessment would include a review of the current supportive services delivery system, identification of gaps and areas for improvement, as well as recommendations to enhance system performance and improve outcomes for persons recently housed. The plan should include the implementation of peer support and wrap around services by leveraging resources.

**DISCUSSION:** In coordination with the Housing and Services Subcommittee, VC CoC staff will partner with the qualified entity to develop a supportive services plan. The work of the consultant will seek input from VC CoC staff, service providers, Persons with Lived Experience and recently housed persons to gain the perceptions and experiences of supportive services in Ventura County. VC CoC staff will bring back the results of the RFQ for the VC CoC Board to review and approve.

**RECOMMENDATIONS:**

1. Approve VC CoC staff to release a Request for Qualifications;
2. Approve an allocation of HHAP Grant Administration funding up to \$50,000 for the consultant contract.

May 10, 2023

VC CoC Governance Board

**SUBJECT:** Authorize Collaborative Applicant staff to work with the VC CoC Youth Collaborative to complete and apply for the U.S. Department of Housing and Urban Development (HUD) Youth Homelessness Demonstration Program (YHDP) grant.

**BACKGROUND:** HUD has released a Notice of Funding Opportunity (NOFO) for Continuums of Care to apply for the Youth Homelessness Demonstration Program (YHDP) to develop and implement a coordinated community approach to preventing and ending youth homelessness. The population to be served are youth experiencing homelessness up to age 24. VC CoC staff are seeking to collect data from multiple youth providers to demonstrate the need to serve youth experiencing homelessness in Ventura County. The HUD YHDP NOFO application is due June 27, 2023.

**DISCUSSION:** In preparation for the HUD YHDP NOFO, the youth service providers involved in the VC CoC Youth Collaborative have been discussing the increasing number of homeless Transitional Age Youth (TAY) and the need for additional resources to serve this subpopulation. The YHDP application requires our community to have established a Youth Action Board (YAB) as a formal committee with a minimum of three (3) youth age 24 and under. The local youth providers have agreed to recruit youth to participate and engage in innovative discussions for YHDP. Two youth focus groups are currently being scheduled to determine local interest in joining a Youth Action Board and to include youth experiencing homelessness or housing instability in the grant planning process. The VC CoC Youth Collaborative will be asked to continue their recruitment efforts and assist the VC CoC staff with this application process.

HUD requires that each YHDP coordinated community plan must demonstrate a commitment to the principles of the HUD Youth Framework to End Youth Homelessness and its four core outcomes: 1) Stable Housing, 2) Permanent Connections, 3) Education/Employment, and 4) Social-emotional well-being.

**RECOMMENDATION:**

- 1) Authorize CoC staff to develop the YHDP NOFO grant application in partnership with the Youth Collaborative service providers contingent upon establishing a Youth Action Board with a minimum of three youth ages 16 to 24;
- 2) Submit the YHDP grant application to HUD by June 27, 2023.