**Policies, Procedures and Standards Committee
September 13, 2022**

Welcome and Introductions

Becks Heyhoe

Policies, Procedures and Standards (PPS)

Committee Chair

Public Comments

Becks Heyhoe

PPS Committee Chair

Consent Calendar

Becks Heyhoe

PPS Committee Chair

Orange County Continuum of Care (CoC) Data Integration Policy
Zulima Lundy, Director of Operations

Data Integration: Background

- PPS Committee established an Ad Hoc to review a data integration request from the North Orange County Public Safety Collaborative (NOCPSC)

- The group made several recommendations, including directing the CoC and HMIS Lead to develop policy & processes

- Policy was developed by a working group, and the group received feedback from the Ad Hoc

- Policies were presented at the August PPS Committee

- Two-week feedback period was established for community to review policies

- Feedback was consolidated and is being shared with PPS Committee

PPS Committee Feedback

Feedback	Response
Request should specify how data integration would improve care coordination over and above using Clarity	Will be added to Data Request Form
MOU should state that agency has consent from clients to import data into HMIS	Will be added to MOU for CoC Board approval
There should be an emphasis on data quality prior to import, the import should not occur if data quality isn't good	This review will be included in the Agency/Vendor Review process MOU states the agency and database must meet requirements in the Agency/Vendor Review in order for data integration to occur
211OC should have more authority to approve/deny requests based on capacity	HMIS Lead will include a recommendation in the request to the CoC Board, but the Board should be involved in the decision making
Presentation to CoC Board should include how new policy will impact NOCPSC request	Will include in CoC Board presentation

Agency Feedback

Feedback	Response
Would there be a data exchange template built for providers to use?	Added link to HUD CSV Format specifications to policy
How often would the data exchange occur?	Responded in email. This will likely be determined as part of the evaluation of the request and what is feasible for both parties.
Would it be a manual process or automatic?	Responded in email
Add roles to request and provide Data Dictionary	Added link to HUD Data Dictionary to policy; Added develop project plan role to policy and MOU
Clarify roles in the policy to remove ambiguity	Updated in policy and MOU
Is it possible for the agency to export the data rather than the HMIS Lead?	If an agency is exporting their own data, then yes; if the request is for data from multiple agencies, then no Updated role wording in policy and MOU
Police Departments should not have access to export data from HMIS	If a Police Department is completing data entry into HMIS, they have access to export their own data, not any other agency's data. Any requests to export data that doesn't belong to the agency must be approved by the CoC Board

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Legal Feedback

Feedback	Response
Data exported to other database needs to be deleted 7 years from record creation date to be in compliance with HUD requirements	Added to MOU
If the client requests to revoke their consent in HMIS after their data has already been shared, they would have to reach out to the agency managing the outside database to have their data deleted.	Will be added to MOU for CoC Board approval
Instead of 211OC completing the privacy, security, data storage, access roles, and data sharing review in the outside database, the vendor of that database should certify that these items are in compliance with best practices. The purpose is so that 211OC isn't liable for the outside database.	Added to MOU and policy

Next Steps

1. Approval from PPS Committee

2. Approval from CoC Board

3. Update Data Import/Export Request Form

4. Update Client Consent Form

5. Develop Agency/Vendor Review Form

6. Develop Data Breach Incident Report

7. Request NOCPSC to submit Data Import/Export Request Form to align with new policy

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Items for Approval

- New: Data Integration Policy

- New: Data Integration MOU

- Update: Client Consent Form

- New: Data Breach Policy

Business Calendar – Item #1

Recommended Action

a. Recommend the Orange County CoC Data Integration Policy and Memorandum of Understanding (MOU) for review and approval to the Orange County CoC Board.

Coordinated Entry System (CES) Prioritization Policy and Procedures
Zulima Lundy, Director of Operations, Office of Care Coordination

Coordinated Entry System (CES) Policy and Procedures

Background and Overview

- On March 8, 2022, the PPS Committee approved the revised Coordinated Entry System (CES) Policy and Procedures, with the exception of the proposed recommendation to discontinuing shelter preference as part of the CES prioritization policy.

- The PPS Committee approved the motion to create a working group to have further discussions with a wide group of stakeholders about the shelter preference component of the CES prioritization policy.

Coordinated Entry System (CES) Policy and Procedures

- On March 23, 2022, the Shelter Preference Working Group was established by the CoC Board to examine the CES prioritization policy regarding the shelter preference.

- Over the past several months, the Shelter Preference Working Group met to discuss the current shelter preference policy and alternative policy recommendations.

- At the most recent meeting, the Working Group discussed the following hybrid options and is recommending Option 3:
    - Option 1: 50% Resource Split
    - Option 2: Point In Time Resource Split
    - **Option 3: Chronic Homelessness Preference**
    - Option 4: Shelter Preference After Top 10%
    - Option 5: Shelter Preference in Top 5%

Coordinated Entry System (CES) Policy and Procedures

- **Option 3: Chronic Homelessness Preference**

    - The policy recommendation is to prioritize people experiencing chronic homelessness by length of homelessness then people not experiencing chronic homelessness by length of homelessness, disabling condition and shelter status.

Business Calendar – Item #2

Feedback Period and Listening Sessions

- From August 31, to September 7, 2022, the Office of Care Coordination, on behalf of the Orange County CoC, shared a draft of the updated CES Policies and Procedures with the CoC distribution list for public feedback.

- On September 6, 2022, the Office of Care Coordination received feedback from the Lived Experience Advisory Committee

- On September 7, 2022, the Office of Care Coordination hosted a public listening session to provide the opportunity to the community to learn about the recommended changes to the CES Policy and Procedures.

Recommended Action

a. Approve proposed recommendation from Shelter Preference Working Group and recommend the revised CES Policy and Procedures for approval by the Orange County CoC Board.

Office of Care Coordination Updates
Zulima Lundy, Director of Operations

Business Calendar – Item #3

FY 2022 CoC Program Notice of Funding Opportunity (NOFO)

- The U.S. Department of Housing and Urban Development (HUD) is making approximately $2.8 billion in competitive funding available through the Fiscal Year (FY) 2022 Continuum of Care (CoC) Competition Notice of Funding Opportunity (NOFO).

- Additionally, this includes at least $52,000,000 available for Domestic Violence, Dating Violence, Sexual Assault, and Stalking Bonus (DV Bonus) projects.

Funding available to the Orange County CoC:

- ❖ Estimated Annual Renewal Demand (ARD): $29,942,953.

- ❖ DV Bonus: $1,984,683

- ❖ CoC Bonus: $1,497,148

- ❖ CoC Planning: $898,289

Business Calendar – Item #3

FY 2022 CoC Program Notice of Funding Opportunity (NOFO)
CoC NOFO - Timeline

DATE	ACTIVITY
August 15, 2022	• Release of FY2022 CoC Renewal Projects Application • Release of FY2022 RFP for CoC Bonus, DV Bonus and Reallocation Projects
August 31, 2022	All project applications submitted to CoC (per HUD 30 days before deadline). • CoC Renewal Project Applications **due at 12:00 p.m. PDT**. • CoC Bonus, DV Bonus and Reallocation Project Applications **due at 2:00 p.m. PDT**.
September 15, 2022	Agencies notified in writing of inclusion of project acceptance, rejection, reduction and/or ranking by the Orange County CoC (Per HUD 15 days before deadline).
September 28, 2022	Consolidated Application posted on website for community review (Per HUD 2 days before application submission)
September 30, 2022	CoC NOFO Submission Deadline per HUD guidelines

Business Calendar – Item #3

CoC Special NOFO to Address Unsheltered Homelessness

The U.S. Department of Housing and Urban Development (HUD) is making approximately $322 million in funding available through a Continuum of Care Supplemental to Address Unsheltered and Rural Homelessness Notice of Funding Opportunity (CoC Special NOFO).

The Orange County CoC is eligible to apply for $19,846,820 during the CoC Special NOFO, through the Unsheltered Homelessness Set Aside funding.

Funding will be utilized to support communities in developing plans to serve underserved communities and individuals and families with severe service needs in Orange County.

Eligible project types include:

- ❖ Permanent Housing (Rapid Rehousing and Permanent Supportive Housing)
- ❖ Joint Transitional Housing and Rapid Rehousing
- ❖ Supportive Services Only – Coordinated Entry
- ❖ Supportive Services Only – Non-Coordinated Entry
- ❖ Homeless Management Information System

CoC Special NOFO to Address Unsheltered Homelessness

CoC Plan – Listening Sessions and Survey

- As part of the CoC Special NOFO application process, CoCs are tasked with developing a CoC Plan to serve individuals and families experiencing homelessness with severe service needs.

- Listening Sessions provide an overview of the CoC Plan requirements as outlined in the CoC Special NOFO application and allow space for recommendations.

- The Office of Care Coordination has also created a SurveyMonkey link to provide another outlet for written feedback or recommendations.

- If you are interested in providing recommendations to the CoC Plan, please complete the survey by **Friday, September 16, 2022**.

  ❖ Survey link: https://www.surveymonkey.com/r/cocplan2022

Business Calendar – Item #3

CoC Special NOFO to Address Unsheltered Homelessness
CoC Plan – Listening Sessions

Session 5
Date: Friday, September 16, 2022
Time: 12:30 p.m. – 1:30 p.m.
Meeting Link: Click here
Access Code: 2458 890 0974
Password: specialNOFO

Business Calendar – Item #3

CoC Special NOFO to Address Unsheltered Homelessness

CoC Special NOFO - Timeline

DATE	ACTIVITY
August 9, 2022	Release of FY2022 Request for Proposals (RFP) for CoC Special NOFO
September 7, 2022	All project proposals submitted to CoC by **12:00 p.m. PDT**.
September 20, 2022	Deadline for project applications to be submitted to the CoC. (per HUD 30 days before deadline)
October 5, 2022	Deadline for project applicants to receive notification whether their project application(s) will be accepted and ranked on the CoC Priority Listing, rejected, or reduced by the CoC. (Per HUD 15 days before deadline)
October 17, 2022	Consolidated Application to be posted for CoC. (Per HUD 2 days before deadline)
October 20, 2022	CoC Special NOFO Submission deadline per HUD guidelines

Next Meeting:

October 11, 2022, 3:30 p.m. – 5:00 p.m.