



**Policies, Procedures and Standards
Committee Meeting
February 13, 2024**

Welcome and Introductions

Dr. Shauntina Sorrells

Policies, Procedures and Standards (PPS)

Committee Chair

Public Comments

Consent Calendar

Consent Calendar – Item #1

Recommended Action

1. Approve the PPS Committee Meeting Minutes from September 12, 2023.
2. Approve the PPS Committee Meeting Minutes from October 10, 2023.
3. Approve the PPS Committee Meeting Minutes from December 12, 2023.

Business Calendar

PPS Committee Charter Review

Sarah Jones, CoC Manager,
Office of Care Coordination

Business Calendar – Item #1

PPS Committee Charter Review

- January 25, 2023, the current PPS Committee Charter was approved by the Continuum of Care (CoC) Board membership, along with other CoC Committee charters.
 - ❖ The PPS Committee Charter designates the CoC Board Vice Chair to serve as the PPS Committee Chair to ensure continuity and alignment with the CoC Board.
- January 17, 2024, a request was made during CoC Board member comments to revise the PPS Committee Charter:
 - ❖ Remove the requirement of the CoC Board Vice Chair to serve as PPS Committee Chair, as the CoC Board has created an unmanageable role for the CoC Board Vice Chair
 - ❖ Expand the membership of the PPS Committee so that it is not exclusive to CoC Committee chairs, allowing for opportunities for other CoC Board and/or CoC General Members to participate.

Business Calendar – Item #1

PPS Committee Charter Review

- In planning for today's meeting, it was determined to first propose revisions to the Chair and Vice Chair appointment procedures (Section 5 of the PPS Committee Charter)
- Proposed revisions to the Vice Chair term are being recommended to ensure consistency with other CoC Committee charters.
- The recommended revisions can be referenced in **Attachment A**.
- Approval of the recommended changes to the PPS Committee Charter will allow for further diversity and power sharing within the decision-making roles of the PPS Committee and CoC Board.
- Furthermore, the PPS Committee is being asked to discuss Section 6 of the PPS Committee Charter detailing Membership, to consider the expansion of membership beyond CoC Committee Chairs and include additional CoC Board members and at-large CoC members.

Business Calendar – Item #1

Recommended Action

- a. Approve recommended changes to PPS Committee Charter, especially Section 5 detailing Chair and Vice Chair and Section 6 detailing Membership, for approval to the CoC Board.

**Homeless Management Information
Systems (HMIS) Policies and
Procedures Working Group Update**

Erin DeRycke, Director,
Data Analytics, 2-1-1 Orange County,
Orange County United Way



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HMIS Policies and Procedures Review



Background

- The HMIS Policies and Procedures are reviewed and updated on an annual basis per direction from the CoC Board
- 211OC leads a working group to complete an in-depth review

Working Group Members

- Last is First Philanthropies
- PATH
- Pathways of Hope
- Salvation Army
- U.S. Veterans Initiative
- Families Forward
- Family Assistance Ministries
- Mental Health Association
- Mercy House



Timeline

- The group is expected to meet 5 times between January and mid-March
- HMIS Users feedback period – April
- Lived Experience Advisory Committee – April
- PPS Committee – May
- CoC Board – May

Feedback

- Develop training for new agencies joining HMIS
- Minimum term commitment to participate in the Agency Access Working Group
- Highlight agencies on the HMIS website that pass the agency audit on the first attempt
- Develop policy for agencies unresponsive to audits
- Agencies approved for HMIS access have 90 days to begin participating in HMIS

Discussion

- Are there any existing policies the working group should consider during their review?
- Are there any new policies that need to be developed?

Continuum of Care Updates

Sarah Jones, CoC Manager,
Office of Care Coordination

Business Calendar – Item #3

FY 2023 CoC Program Award Announcement

- On, January 29, 2024, the U.S. Department of Housing and Urban Development (HUD) announced \$3.2 billion in Fiscal Year (FY) 2023 CoC Competition Awards to approximately 7,000 local homeless housing and service programs across the United States and its territories.
- The Orange County CoC has been awarded **\$34,301,133 for FY 2023**.
- The funding represents
 - ❖ 24 renewal projects, including the HMIS and Coordinated Entry System (CES) components
 - ❖ One new project awarded to Families Forward in the amount of \$615,485 created through reallocation
 - ❖ CoC Planning Grant
- The FY 2023 Orange County CoC Competition Award summary can be viewed [here](#).

Business Calendar – Item #3

FY 2024 CoC Program Registration

- The FY 2024 CoC Program Registration process officially opened on Tuesday, January 9, 2024, as announced by HUD, with a submission deadline of 5:00 PM EST on March 7, 2024.
- CoC Program registration typically marks the start of the CoC Program Notice of Funding Opportunity (NOFO) process for the year.
- The Office of Care Coordination, as the Collaborative Applicant for the Orange County CoC, will complete and submit the registration by the deadline.

Business Calendar – Item #3

Youth Homelessness System Improvement (YHSI) Grant Notice of Funding Opportunity (NOFO)

- **Funding available:** \$50,000,000
- **Per project award amount available:** \$200,000 - \$2,000,000
- **Grant term:** 30 months (funding estimated to be awarded in April 2024)
- **Orange County Applicant:** The CoC Board approved Orange County United Way as the Lead Applicant for Orange County and the Orange County CoC
- **Submission Deadline:** **February 15, 2024**

Funding Category	Maximum Award*
Planning and Partnerships	\$400,000
Data	\$300,000
Coordinated Entry	\$200,000
Racial and Gender Equity	\$200,000

*Maximum amounts doubled applications that cover geographic areas in two or more CoCs or the entire state.

More information, including a recorded webinar that introduces YHSI, can be found on the YHSI website:

https://www.hud.gov/program_offices/comm_planning/yhsi

Business Calendar – Item #3

Longitudinal Systems Analysis (LSA) Report

- The LSA report is produced utilizing HMIS data and submitted annually to HUD as part of the Annual Homeless Assessment Report (AHAR) to Congress.
- The LSA provides HUD and CoCs with critical information about how people experiencing homelessness use their system of care, including data that shows:
 - ❖ Demographic characteristics such as age, race, gender, and veteran status;
 - ❖ Length of time homeless and patterns of system use;
 - ❖ Information specific to populations whose needs and/or eligibility for services may differ from the broader homeless population, such as veterans and people and households experiencing chronic homelessness; and
 - ❖ Exit destinations for those who exit the homeless services system.
- Reporting period: October 1, 2022 – September 30, 2023
- Orange County United Way/211OC, as the HMIS Lead, worked with the Office of Care Coordination and successfully submitted the Orange County CoC's FY 2023 LSA data on **January 23, 2024**.
- The FY 2023 LSA Report will be presented to the CoC Board for review at a future meeting.

Business Calendar – Item #3

System Performance Measures (SPM) Report

- HUD requires CoCs to submit the SPM data on an annual basis, as an additional evaluation of a CoC's performance.
- The SPM Report analyzes the performance of Safe Haven, Street Outreach, Emergency Shelter, Transitional Housing, and Permanent Housing (including Permanent Supportive Housing, Rapid Re-housing, and Other Permanent Housing) project types in the Orange County CoC that participate in HMIS.
- The SPM report is a summary and year-to-year comparison of system wide counts, averages, and medians related to seven areas of performance.
- Reporting period: October 1, 2022 – September 30, 2023
- Orange County United Way/211OC, as the HMIS Lead, will work with the Office of Care Coordination to submit the Orange County CoC's FY 2023 SPM data prior to the **March 13, 2024**, deadline.
- The FY 2023 SPM Report will be presented to the CoC Board for review at a future meeting.

Next Meeting:

March 12, 2024, 3:30 p.m. – 5:00 p.m.

