Policies, Procedures and Standards Committee
June 13, 2023

Welcome and Introductions

Becks Heyhoe

Policies, Procedures and Standards (PPS)

Committee Chair

Public Comments

Consent Calendar

Recommended Action

a. Approve the PPS Committee Meeting Minutes from February 14, 2023.

Business Calendar

Homeless Management Information System Minimum Participation Requirements for Public Housing Authorities

Sarah Jones, Continuum of Care (CoC) Manager, Office of Care Coordination and Elizabeth Duong, 2-1-1 Orange County

HMIS Minimum Participation Requirements for Public Housing Authorities

- The Orange County Homeless Management Information System (HMIS) Policies and Procedures outlines minimum standards of participation in the Orange County HMIS to ensure data quality and support general best practices.

- 2-1-1 Orange County (211OC) as the HMIS Lead Agency for the Orange County CoC, will update the HMIS Policies and Procedures when necessary due to guidance from the U.S. Department of Housing and Urban Development (HUD) or local CoC changes and recommendations.

- Due to the different structure and requirements that Public Housing Authorities (PHAs) have for funding, there is an established requirement for PHA's to report to HUD.

- Currently, PHA's are being reviewed under the same standard as other agencies participating in HMIS which creates a duplicative data entry burden on the PHA staff. This has been an identified need to outline minimum participation requirements specifically for PHAs.

HMIS Minimum Participation Requirements for Public Housing Authorities

- Over the last month the Office of Care Coordination and 211OC has met with the PHAs to discuss and address concerns regarding HMIS minimum participation requirements.

- The following PHAs in Orange County would be impacted by the proposed revisions:

    o Anaheim Housing Authority
    o Garden Grove Housing Authority
    o Orange County Housing Authority
    o Santa Ana Housing Authority

HMIS Minimum Participation Requirements for Public Housing Authorities

- The Office of Care Coordination is currently reviewing the HMIS Policies and Procedures to consider the following revisions to the HMIS minimum participation requirements for Public Housing Authorities:

  - ❖ Removal of requirement to have "activity in HMIS in the past 30 days" minimum participation requirement for PHAs

  - ❖ Exclusion of requirement for PHAs to complete Annual Assessments for clients in HMIS

Next Steps

- The Office of Care Coordination plans to work closely with 211OC and the local PHAs in the development of this revised policy and process.

- The goal is to bring a draft of the revised HMIS minimum participation requirements policy to the July 11, 2023, meeting of the PPS Committee for review and approval.

HMIS Access Working Group Member Appointment Procedure
Sarah Jones, CoC Manager,
Office of Care Coordination

HMIS Access Working Group

- On June 23, 2021, the Orange County CoC Board approved the recommendation to appoint membership to a HMIS Access Working Group to support the implementation of the updated HMIS Access and Minimum Participation policy.

- The HMIS Access Working Group meets monthly to review HMIS Access Applications and agencies not meeting the HMIS minimum participation requirements and has continued to refine the process for facilitating equitable review of applications received.

- The HMIS Access Working Group, facilitated by 211OC and the Office of Care Coordination, currently includes members Nishtha Mohendra, Analisa Andrus and Linda Ly.

- In February 2023, the Office of Care Coordination was notified that HMIS Access Working Group member, Deby Wolford, had transitioned to a different role and agency, creating a vacancy in the HMIS Access Working Group.

- This led to discussion around how to best standardize the recruitment and appointment of HMIS Access Working Group members as the HMIS Policies and Procedures do not specify the member appointment procedure.

HMIS Access Working Group Member Appointment Procedure

- Previously, the HMIS Access Working Group and the Office of Care Coordination would discuss and gather nominations to fill vacancies within the HMIS Access Working Group.

- The HMIS Access Working Group and the Office of Care Coordination sought out qualified nominees who were knowledgeable in HMIS policies and practices and able to work in a collaborative setting.

- The Office of Care Coordination is requesting recommendations from the PPS Committee to support the establishment of an appointment procedure and eligibility criteria for the HMIS Access Working Group membership.

CoC Nominating and Selection Process Review Ad Hoc Update

Christina Weckerly Ramirez, Senior Manager, OC Outreach and Engagement, OC Health Care Agency and Sarah Jones, CoC Manager, Office of Care Coordination

CoC Nominating and Selection Process Review Ad Hoc Update

- At the February 14, 2023, meeting, the PPS Committee membership approved the creation of the CoC Nominating and Selection Process Review Ad Hoc to review CoC Board nomination and selection process recommendations.

- The ad hoc membership includes Elida Sanchez, Christina Weckerly Ramirez, Melanie McQueen and Jordan Hoiberg.

- In May 2023, the CoC Nominating and Selection Process Review Ad Hoc convened and has met on two separate occasions to review the 2022 CoC Nominating Committee Recommendations and identify goals and next steps.

- Currently, the CoC Nominating and Selection Process Review Ad Hoc is drafting proposed revisions to the CoC Board Candidate Interest Form and a workflow to clarify the roles for CoC Board Members, the CoC Nominating Committee and the Office of Care Coordination within the timeline of the CoC nominating and selection process.

Continuum of Care Updates

Sarah Jones, CoC Manager, Office of Care Coordination

FY2023 CoC Program Notice of Funding Opportunity (NOFO) Local Process

- The upcoming Fiscal Year (FY) 2023 CoC Program NOFO is anticipated to be released by the HUD in early Summer 2023.

- In preparation for the release of the FY2023 CoC Program NOFO, the Office of Care Coordination, with the approval of the CoC Board, has convened the FY2023 CoC NOFO Ad Hoc, which includes membership of CoC Board members and two partners with lived experience who are involved in the Orange County CoC's efforts.

- The FY2023 CoC NOFO Ad Hoc has met four times to review the CoC Program NOFO application process; draft the proposed project performance measures, point allocations, and thresholds; and discuss feedback received from the CoC-funded agencies at the CoC NOFO Renewal Meeting held on May 15, 2023.

Business Calendar – Item #4

FY2023 CoC NOFO Draft Timeline

DATE*	ACTIVITY
April 27, 2023	• Intent to Renew survey released to CoC-Funded Agencies
May 11, 2023	• Intent to Renew survey due
May 15, 2023	• FY2023 CoC NOFO Renewal Meeting for CoC-Funded Agencies
June	• Agency Administrative Review released and submitted to Collaborative Applicant • Grant Inventory Worksheets released by HUD, reviewed by CoC-Funded Agencies and submitted (timeline TBA) • FY2023 CoC Program NOFO released by HUD (timeline TBA)
June 28, 2023	• CoC Board Meeting: Approve recommended FY2023 CoC NOFO Performance Measures, thresholds and point allocations; CoC Renewal Project Rating and Ranking Criteria; and CoC Reallocation and Bonus Funding Priorities.
July	• CoC Renewal Project Application released and submitted to Collaborative Applicant • CoC NOFO Ad Hoc to review and score renewal projects • Request for Proposals (RFP) of New Projects - CoC Bonus, Domestic Violence (DV) Bonus and Reallocation – to be released and submitted to Collaborative Applicant
August	• RFP Panel members to review and score new project proposals • CoC NOFO Ad Hoc to recommend ranking and tiering of projects • CoC Board to approve final Project Rating and Ranking and selection of projects for Bonus Funding.
September	• Consolidated Application submitted to HUD

*Please note: Dates are subject to change.

FY2023 CoC NOFO Local Process

- The Office of Care Coordination, as the Collaborative Applicant, is planning to release the Agency Administrative Review portion of the CoC Renewal Application to CoC-Funded agencies in June.

- This will allow the application process to take place in parts prior to the FY2023 CoC Program NOFO release, with the hope of allowing CoC-Funded Agencies more time to complete each part of the application.

- The Office of Care Coordination will continue supporting the CoC NOFO Ad Hoc to prepare the following for recommended action at the June 28, 2023, meeting of the CoC Board:
  - ❖ FY2023 CoC NOFO Performance Measures, thresholds and point allocations;
  - ❖ FY2023 CoC Renewal Project Rating and Ranking Criteria (scoring rubric); and
  - ❖ FY2023 CoC Reallocation and Bonus Funding Priorities.

- Please note, based on the release of the FY2023 CoC Program NOFO, some of the proposed scoring criteria may go to the CoC Board at a later date in order to adhere to HUD's requirements.

HUD Research Grant Opportunity: Community-Engaged Research Methods to Address Homelessness

- On Monday, May 15, 2023, HUD's Office of Policy Development and Research announced a new funding opportunity for institutions of higher education or nonprofit entities that train and support institutions of higher education to conduct research applying community-engaged research methods to address homelessness.

- The research funded under this NOFO will contribute to general knowledge on the topic of homelessness, as well as the programs and interventions designed to address homelessness in communities, while elevating the perspectives and insights of people with lived experience.

  - ❖ **Available Funding**: $1,000,000

  - ❖ **Eligible Applicants:** Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Public and State controlled institutions of higher education and Private institutions of higher education

  - ❖ **To apply, visit**: https://www.grants.gov/web/grants/view-opportunity.html?oppId=347935

  - ❖ **Application deadline**: July 13, 2023.

Funding Opportunities to Serve Youth Experiencing Homelessness or Housing Instability

- In April 2023, the Administration on Child, Youth, and Families' Family - Youth Services Bureau (FYSB) released NOFOs to support youth and young adults who are experiencing homelessness or housing instability. The NOFOs are detailed below:

  - ❖ FY 2023 Basic Center Program (BCP) NOFO provides emergency shelter and services for up to 21 days to youth under 18 years of age who have left home due to family conflict or other crisis or are experiencing homelessness. Application due Jun 20, 2023.
  - ❖ FY 2023 Street Outreach Program (SOP) NOFO provides street outreach services to youth experiencing homelessness or housing instability, who have left home, and are sleeping on the street or are at-risk of sexual abuse, sexual exploitation, and human trafficking. Application due Jun 20, 2023.
  - ❖ FY 2023 Runaway Homeless Youth (RHY) Training, Technical Assistance and Capacity Building Center NOFO provides direct training and technical assistance to existing RHY grant recipients and subrecipients to enhance their efforts to successfully implement projects supported by FYSB grant funds. Application due Jun 20, 2023.

Next Meeting:

July 11, 2023, 3:30 p.m. – 5:00 p.m.