

ORANGE COUNTY
CONTINUUM OF CARE BOARD
Wednesday, March 26, 2025
2:00 p.m. – 5:00 p.m.

Location:

**County Administration South (CAS) Building
Conference Center
425 West Santa Ana Blvd. Room 104/106
Santa Ana, CA 92701-4599
[Click Here](#) for parking information.**

Virtual Meeting Option*:

**Zoom Meeting Link: [Click here for meeting link](#)
Join by phone: +1 669 444 9171
Webinar ID: 948 5702 2698**

****Listen-in option only***

AGENDA

Board Members

LaVal Brewer, South County Outreach
Judson Brown, City of Santa Ana
Dr. Kelly Bruno-Nelson, CalOptima Health
Andrew Crowe, Scholarship Prep
Nichole Gideon, Individual [Secretary]
Shakoya Green Long, Thomas House Family Shelter
Becks Heyhoe-Khalil, OC United Way
Marisol Johnson, Dayle McIntosh Center
Sandra Lozeau, City of Anaheim
Sammie MarTínez, Individual
Melanie McQueen, PATH

Dr. Tiffany Mitchell, Orangewood Foundation
Nishtha Mohendra, Families Forward [Vice Chair]
Robert “Santa Bob” Morse, Individual
Talesha Payne, Individual
Jason Phillips, Individual
Dawn Price, Friendship Shelter
Maricela Rios-Faust, Human Options
George Searcy, Individual
Tim Shaw, Individual
Dr. Shauntina Sorrells, Individual [Chair]

In compliance with the Americans with Disabilities Act, and County Language Access Policy, those requiring accommodation and/or interpreter services for this meeting should notify the Office of Care Coordination 72 hours prior to the meeting at (714) 834-5000 or email CareCoordination@ocgov.com. Requests received less than 72 hours prior to the meeting will still receive every effort to reasonably fulfill within the time provided.

Supporting documentation is available for review by the public at least 72 hours prior to regular meetings and at least 24 hours prior to special meetings of the CoC Board. Those wishing to review supporting documentation can visit the CoC Webpage [here](#) or the lobby of the CAS Building, located 601 N. Ross Street., Santa Ana, CA 92701-4599, and request a copy of the meeting materials from the Office of Care Coordination during normal business hours of 8:00 a.m. – 5:00 p.m. Monday through Friday (excluding holidays).

Call to Order – Dr. Shauntina Sorrells, Chair

Board Member Roll Call – Nichole Gideon, Secretary

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Board Member Comments: Members of the CoC Board may provide comments on matters not appearing on the agenda so long as the subject matter is within the jurisdiction of the CoC Board.

CONSENT CALENDAR:

1. **Approve CoC Board Meeting Minutes from February 26, 2025.**

BUSINESS CALENDAR

1. **CoC Notice of Funding Opportunity (NOFO)** – Zulima Lundy, Director of Operations; Sarah Jones, CoC Manager; and Felicia Boehringer, CoC Administrator, Office of Care Coordination
 - a. Fiscal Year (FY) 2024 CoC Program NOFO updates
 - b. Appoint Andrew Crowe, Shakoya Green Long, Sandra Lozeau, Jason Mercado and Larry Smith to the FY 2025 CoC Program NOFO Ad Hoc.
2. **Homeless Management Information System (HMIS) Data Requests** – Erin DeRycke, Director, Data Analytics, 2-1-1 Orange County (211OC), Orange County United Way; Akunna Chilaka, Justin Soto and Leo Lara, University of California, Irvine (UCI) Students; and Sarah Jones, CoC Manager, Office of Care Coordination
 - a. Approve UCI’s HMIS data request for the period of April 1, 2018, to March 31, 2025, for the purposes of research being conducted and shared publicly, in partnership with Orange County United Way.
 - b. Approve the Office of Care Coordination’s HMIS data request for an ongoing monthly release of data, beginning with January 2024, for the purposes of creating and publishing a monthly snapshot of key data related to the engagement and changes within the Orange County CoC.
 - c. Approve Sisters of St. Joseph Orange County Justice Center’s HMIS one-time, aggregate data request as of the current date to be used for educational and advocacy purposes in support affordable housing development in the City of Orange.
3. **Orange County Housing Process Presentation** – Doug Becht, Director, Office of Care Coordination

4. **University of Chicago’s Revised HMIS Data Request and Memorandum of Understanding** – Erin DeRycke, Director, Data Analytics, 211OC, Orange County United Way; Bruce D. Meyer, McCormick Foundation Professor, University of Chicago Harris School of Public Policy; and Angela J. Wyse, Assistant Professor of Economics, Dartmouth College; and Sarah Jones, CoC Manager, Office of Care Coordination
 - a. Update on the University of Chicago’s HMIS data request and drafted Memorandum of Understanding between the U.S. Census Bureau and Orange County United Way’s 211OC.
5. **Housing for Health Orange County (HHOC) HMIS Data Integration Request** – Erin DeRycke, Director, Data Analytics, 211OC, Orange County United Way; Chris Ticknor, Chief Transformation Officer, Orange County United Way; Heather Dion, Chief Administrative Officer, Housing for Health Orange County; and Sarah Jones, CoC Manager, Office of Care Coordination
 - a. Approve data integration request from HHOC’s to import identified data elements into HMIS every 24 hours, beginning April 1, 2025.
6. **CoC Strategic Plan Updates** – Dr. Shauntina Sorrells, Chair
7. **Orange County Homelessness Updates** – Doug Becht, Director, and Felicia Boehringer, CoC Administrator, Office of Care Coordination
 - a. System of Care Update
 - b. CoC Update
8. **Next Meeting:** Wednesday, April 23, 2025, from 2:00 p.m. – 5:00 p.m.

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MINUTES

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Call to Order – Dr. Shauntina Sorrells, Chair

Chair Dr. Shauntina Sorrells called the meeting to order at 2:02 p.m.

Board Member Roll Call – Nichole Gideon, Secretary

Present: LaVal Brewer, Judson Brown, Dr. Kelly Bruno-Nelson, Nichole Gideon, Shakoya Green Long, Marisol Johnson, Sandra Lozeau, Sammie MarTínez, Melanie McQueen, Dr. Tiffany Mitchell, Robert “Santa Bob” Morse, Talesha Payne, Jason Phillips, Maricela Rios-Faust, George Searcy and Dr. Shauntina Sorrells.

Absent Excused: Andrew Crowe, Becks Heyhoe-Khalil, Nishtha Mohendra, Dawn Price, and Tim Shaw.

Sammie MarTínez arrived during Business Calendar Item 2. Sandra Lozeau and Talesha Payne left during Business Calendar Item 3. Judson Brown left during Business Calendar Item 4.

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- Carrie Buck shared that effective Monday, March 3, 2025, Orange County United Way will be the new fiscal sponsor for the Family Solutions Collaborative. As part of the transition, Carrie Buck will join the staff leadership of Orange County United Way as Senior Director of United to End Homelessness. Family Solutions Collaborative staff will join Orange County United Way on March 3, 2025, working within United to End Homelessness and 2-1-1 Orange County (211OC), where the operations of the Family Coordinated Entry System will be housed.
- Liz Andrade, Executive Director of 211OC, discussed Homeless Management Information System (HMIS) user fees and explained that since Fiscal Year (FY) 2018-19, the number of agencies participating in HMIS has gone up approximately 115% with over 231% increase in HMIS users. With the current number of agencies, users, and software expenses, approximately \$35,000 was spent in the month of January 2025 for HMIS alone. Throughout recent fiscal years, there has been an increase in HMIS users and a decrease in funding for HMIS services.. A key challenge is the cost of software fees. As more providers have joined, the software fees have doubled to 44%. As HMIS expands, the 211 OC team remains committed to HMIS as an effective tool for the community. As solutions are sought, the 211OC team invites partnership and ideas.

Board Member Comments: Members of the CoC Board may provide comments on matters not appearing on the agenda so long as the subject matter is within the jurisdiction of the CoC Board.

- Jason Phillips read the names of people who have passed away without fixed abode in January 2025.

CONSENT CALENDAR:

1. Approve CoC Board Meeting Minutes from December 18, 2024.
2. Approve Commission to End Homelessness and CoC Board Joint Special Meeting Minutes from January 16, 2025.
3. Approve CoC Board Meeting Minutes from January 22, 2025.
4. Receive and file list of agencies and jurisdictions approved for Homeless Management Information System (HMIS) Access from December 14, 2024, through February 21, 2025.

Melanie McQueen motioned to approve items 1 through 4 on the Consent Calendar. Talesha Payne seconded the motion. The motion passed with unanimous consent.

BUSINESS CALENDAR

1. **Federal Legislation Impacting the Orange County CoC** – Dr. Shauntina Sorrells, Chair; Nichole Gideon, Secretary; and the Office of Care Coordination

Zulima Lundy, Director of Operations with the Office of Care Coordination, provided background on key entities involved, timeline of the executive orders and information, and updates of the U.S. Department of Housing and Urban Development (HUD) Secretary Actions. Chair Dr. Shauntina Sorrells provided information as to how agencies can stay updated on information relating to federal legislation, as well as resources for sources of information.

Board Member Discussion:

- Maricela Rios-Faust stated that the Commission to End Homelessness received a presentation regarding the current federal legislation from a lobbying firm and noted it could be valuable to partner with the Commission to End Homelessness when advocacy for funding and legislation is needed. Maricela Rios-Faust shared that in 2016, the Housing First model was challenged, noting the importance of the CoC being clear on the impact now and long term. Maricela Rios-Faust also highlighted the importance of advocating for the disbursement the FY2024 CoC Program funds for the new cycle and the questioned what will be done if the CoC loses the \$34 million in CoC Program funding altogether.
- Robert “Santa Bob” Morse suggested the creation of the ad hoc with some members of the Commission to End Homelessness or their representatives to have coordinated efforts.
- Sandra Lozeau shared that on the state level, there are a lot of bills on pause or discussions of the Housing First language to be cognizant of. Sandra Lozeau shared some information as to what City of Anaheim did in response to concerns with federal funding freezes, such as drawing down funds early and often, noting that the City of Anaheim is looking at other funding sources to see if some of the agreements can shift funding from federal to other sources of funding.
- Chair Dr. Shauntina Sorrells shared that CoC documents are being reviewed to see if revisions need to be made to remain in compliance.
- Marisol Johnson provided information on safety trainings being facilitated by Dayle McIntosh Center. Marisol Johnson shared about personal advocacy efforts and noted availability to be contacted for support.
- Talesha Payne shared information on how often other agencies are drawing down funds, recommending a daily drawdown of funds and having one person dedicated to ensuring draw down and access of funds.
- Dr. Tiffany Mitchell shared that Orangewood Foundation is looking at utilizing a communication strategy that clearly communicates any changes being made to language. Dr. Tiffany Mitchell shared

that Orangewood Foundation is also working with a legal consultant to look at internal documents, job descriptions, and employee handbooks.

- Secretary Nichole Gideon shared that from the lived experience perspective, if people are on the receiving end, it may look like leaders are not doing anything but from being in the room and in the discussions, there is effort going on to figure out how to best respond. Secretary Nichole Gideon noted that just because there are not answers does not mean that work is not taking place.

2. Homeless Housing, Assistance and Prevention (HHAP) Program – Sarah Jones, CoC Manager, and Zulima Lundy, Director of Operations, Office of Care Coordination

On October 25, 2023, the Orange County CoC Board approved recommendations to fund service providers for a new contract term of July 1, 2024, to June 30, 2025, to provide Emergency Shelter Operations and Services with HHAP Round 1 and/or Round 3 funding. The programming of funds in the Operating Subsidies Interim Housing and Operating Subsidies Interim Housing Youth Set-Aside eligible use categories for HHAP CoC Rounds 3, 4 and 5 is being recommended to allow for renewals of Emergency Shelter Operations and Services contracts for a two-year term, from July 1, 2025, to June 30, 2027, maintaining current funding levels.

At the March 27, 2024, meeting, the CoC Board approved the establishment of a HHAP Program Ad Hoc to support the Office of Care Coordination with the planning and programming of HHAP Rounds 1 through 4 remaining funds allocated to the Orange County CoC. Presently, there is a need to support the Office of Care Coordination with the planning and programming of additional HHAP Round 5 funds allocated to the Orange County CoC, with the recommendation to appoint a new HHAP Program Ad Hoc composed of non-conflicted CoC Board members and local partners.

At the May 22, 2024, CoC Board meeting, the CoC Board authorized the Office of Care Coordination to issue a Request for Proposals (RFP) to program remaining HHAP Rounds 3 and 4 funds allocated to the Orange County CoC. The Office of Care Coordination is working to finalize the RFP and expects for it to be released shortly.

Recommended Actions:

- a. Approve the following recommendations for the programming of HHAP funding allocated to the Orange County CoC:
 - 1) Authorize the Office of Care Coordination to renew the current HHAP-CoC funded contracts for Emergency Shelter Operations and Services for a two-year term, from July 1, 2025, to June 30, 2027, utilizing HHAP-CoC Rounds 3, 4 and/or 5, funds under the Operating Subsidies Interim Housing and Operating Subsidies Interim Housing Youth Set-Aside eligible use categories.
 - (1) Emergency Shelter Operations and Services for Transitional Aged Youth (TAY) with Covenant House California for \$539,539.56.
 - (2) Emergency Shelter Operations and Services for Families with Family Assistance Ministries for \$400,000.00.
 - (3) Emergency Shelter Operations and Services for Individuals in the South Service Planning Area with Friendship Shelter, Inc. for \$302,063.51.
 - (4) Emergency Shelter Operations and Services for Families with The Illumination Foundation for \$304,600.00.
 - (5) Emergency Shelter Operations and Services for Survivors of Domestic Violence with Interval House for \$151,600.00
 - (6) Emergency Shelter Operations and Services for Individuals in the North Service Planning Area with Mercy House Living Centers for \$191,600.00.

- (7) Emergency Shelter Operations and Services for Families with Pathways of Hope for \$305,423.08.
 - (8) Family Care Center Operations and Services with Shelter Providers of Orange County, Inc. dba HomeAid Orange County for \$344,600.00.
- b. Establish a HHAP Program ad hoc to be appointed by the CoC Board Officers to support the Office of Care Coordination with the planning and programming of HHAP Program Round 5 funds allocated to the Orange County CoC.

Maricela Rios-Faust motioned to approve Recommended Action a. Talesha Payne seconded the motion. LaVal Brewer, Dr. Kelly Bruno-Nelson, Nichole Gideon, Shakoya Green Long, Marisol Johnson, Sandra Lozeau, Sammie MarTínez, Melanie McQueen, Dr. Tiffany Mitchell, Robert “Santa Bob” Morse, Jason Phillips, Maricela Rios-Faust, George Searcy and Dr. Shauntina Sorrells voted yes. Judson Brown and Talesha Payne abstained. The motion passed.

Talesha Payne motioned to approve Recommended Action b. Judson Brown seconded the motion. LaVal Brewer, Judson Brown, Dr. Kelly Bruno-Nelson, Nichole Gideon, Shakoya Green Long, Marisol Johnson, Sandra Lozeau, Sammie MarTínez, Melanie McQueen, Dr. Tiffany Mitchell, Robert “Santa Bob” Morse, Talesha Payne, Jason Phillips, Maricela Rios-Faust, George Searcy and Dr. Shauntina Sorrells voted yes. The motion passed.

During discussion of Recommended Action b, Judson Brown introduced a substitute motion which was seconded by Sandra Lozeau. Judson Brown withdrew the substitute motion shortly thereafter before the motion could be voted on.

Public Comments:

- Jordan Hoiberg shared that Illumination Foundation is honored to be considered for the HHAP funding. Jordan Hoiberg provided information on what the family emergency shelter provides and how their shelter furthers the Pillars for the Commission to End Homelessness. Jordan Hoiberg noted that the HHAP funding is vital for this project, as philanthropic funds are the only other source of funding for this project and can be irregular and change over time. In regard to Clarity HMIS licenses, Jordan Hoiberg noted that having licenses is important to ensure the people are being served. Additionally, Jordan Hoiberg noted the importance of considering how the Equal Access Rule can be elevated within grant contracts.
- Carrie Buck thanked the CoC Board for consideration of the HHAP funding for family emergency shelter services, on behalf of all the families and families that are looking for shelter. Carrie Buck reiterated that all shelters listed in the recommended action are split between private funding and emphasized the importance of the shelters.

Board Member Discussion:

- Talesha Payne inquired whether any agencies have returned HHAP funds. Talesha Payne asked if some of the HHAP Round 3 funds can be put aside. Talesha Payne inquired if there are any present concerns with addressing the identified special populations in the RFP.
- Sandra Lozeau provided background of the HHAP Program ad hoc and shared that the ad hoc looked at funds to ensure that funding obligations and spend downs were met. Sandra Lozeau commented that each round of HHAP is getting tougher and tougher because of different guidelines and shared that for some rounds, the funds will not be provided unless there are certain obligations met. Sandra Lozeau asked if the purpose of the HHAP Program ad hoc can be broader to focus on both HHAP Round 5 and HHAP Round 6 programming recommendations, if needed.

- Judson Brown shared appreciation for the public concerns and noted that there is a concern of recommending approval of these renewals for approximately \$2.4 million, given that this is one-time funding and severe budget cuts are likely forthcoming. Judson Brown noted that the approval of the budget from the House Appropriations Committee is still pending. Judson Brown commented that the recommendation is a serious decision in a time of extremely limited resources. Judson Brown volunteered for the HHAP Program ad hoc and also asked if there is an ad hoc reviewing the proposals for the RFP. Judson Brown also asked for an overview of HHAP expenditures of all rounds of HHAP funds allocated to the CoC, the next time the HHAP Program funding item returns to the Board.
- Chair Dr. Shauntina Sorrells provided context for the HHAP Program ad hoc, noting expenditure deadlines that were considered. Chair Dr. Shauntina Sorrells also shared that the CoC Board leadership has started a discussion about including quarterly HHAP funding updates in CoC Board meeting agendas.
- Maricela Rios-Faust inquired if there was an option for the ad hoc to focus on HHAP Round 5 while also laying the groundwork for programming of the HHAP Round 6 funds.
- George Searcy asked for clarification on the recommended action and process.
- Melanie McQueen shared encouragement for streamlining and simplifying when possible. Melanie McQueen inquired on the eligible use categories for HHAP Round 6.
- Marisol Johnson agreed that everything is changing and shared that being part of an ad hoc is a lot of time and may discourage individuals from participating if there are multiple ad hocs.

Chair Dr. Shauntina Sorrells motion for a ten-minute recess break at 3:29 p.m. Chair Dr. Shauntina Sorrells called the meeting back to order at 3:39 p.m.

3. CoC Strategic Plan Updates – Dr. Shauntina Sorrells, Chair

Chair Dr. Shauntina Sorrells provided an update regarding the implementation planning for the CoC Strategic Plan. CoC Committee Chairs provided updates and feedback provided during the different committee meetings.

Board Member Discussion:

- Judson Brown, Chair of the Housing Opportunities Committee, shared that the committee reviewed CoC Strategic Plan Objective 1C. as it relates to collaborating with partners that provide non-CoC housing resources and services. Judson Brown shared that he took lead in requesting Objective 1C. and that it was helpful to have the authority to determine what to focus on. Judson Brown noted it would be helpful to have Chairs or staff delegate the various parts of the CoC Strategic Plan to committees.
- Maricela Rios-Faust, Chair of the Domestic Violence Committee, expressed that the committee was overwhelmed with the content of the CoC Strategic Plan and began prioritizing which strategic aims they see themselves moving forward based on the committee's vision-setting discussions. The committee will look at scheduling a special meeting, since the committee does not meet as frequently.
- Dr. Tiffany Mitchell, Chair of the Transitional Aged Youth Collaborative Committee, provided an update that the committee will be meeting next week. Dr. Tiffany Mitchell highlighted a discussion point from the Policies, Procedures and Standards (PPS) Committee regarding who will be responsible for identifying gaps for the parts of the CoC Strategic Plan that are unaddressed by committees or other groups.
- Melanie McQueen, Chair of the Service Provider Forum, echoed that the committee has not yet met in 2025 and shared that the discussion at the PPS Committee suggested that breaking down the information of the CoC Strategic Plan will be helpful. Melanie McQueen looks forward to the CoC Strategic Plan planning working session that will hopefully occur in April 2025. Melanie McQueen shared that the Service Provider Forum would appreciate any leads for venues with free parking to be able to host meetings.

- Maricela Rios-Faust shared that there are parts of the CoC Strategic Plan that are more system level, where other entities outside of committees can contribute.
- Marisol Johnson, as a Vision Ad Hoc member, also shared that the Vision Ad Hoc discussed community partners being able to provide more knowledge in some areas of the CoC Strategic Plan.

4. 2025 Homeless Survey Update – Doug Becht, Director and Zulima Lundy, Director of Operations, Office of Care Coordination

The aim of the 2025 Homeless Survey is to explore the complex issues facing people who are experiencing homelessness for the first time in the past 12 months. The survey will focus on this subpopulation to help better understand the causations of homelessness and identify areas for improvement. The 2025 Homeless Survey is on track for surveys to be conducted in March 2025 with survey review and analysis in April/May 2025. City Net will conduct approximately 800 surveys.

Board Member Discussion:

- Robert “Santa Bob” Morse thanked Doug Becht for “test driving” the presentation at the Lived Experience Advisory Committee (LEAC) meeting.
- Chair Dr. Shauntina Sorrells inquired if there were thoughts of pulling data from HMIS on who has become homeless for the first time in the past 12 months. Chair Dr. Shauntina Sorrells suggested other ways to access individuals within the targeted survey population to reduce the burden and potential re-traumatization of survey respondents.
- Marisol Johnson inquired if the suggested terminology for the disability community was taken into consideration.

5. Orange County Homelessness Updates – Doug Becht, Director, and Felicia Boehringer, CoC Administrator, Office of Care Coordination

- a. System of Care Updates – Doug Becht provided the following System of Care Update:
 - On February 25, 2025, the Orange County Board of Supervisors approved the revised Commission to End Homelessness Bylaws, inclusive of changing name to Commission to Address Homelessness; changes to mission, purpose, and function; amendment of membership and duties; changes of non-voting members to voting members; and other administrative changes.
 - The Office of Care Coordination has been engaging County departments, local jurisdictions and non-profits to coordinate the OC Same Day Solutions Fair which will provide support and assistance in a convenient, accessible manner by bringing multiple resources together in one location. This collaborative effort is aimed at providing immediate on-site support to individuals experiencing homelessness by offering a range of services such as legal and document assistance, healthcare, housing resources, and workforce development. The OC Same Day Solutions Fair will be held Thursday, March 27, 2025, from 9 a.m. to 2 p.m. at the Second Baptist Church located at 4300 Westminster Ave, Santa Ana, CA 92703.
- b. CoC Updates – Felicia Boehringer provided the following CoC Updates:
 - At the December 18, 2024, meeting, the CoC Board reviewed an HMIS data request from the University of Chicago for a one-time export of data for research that would be conducted in partnership with U.S. Census Bureau. The University of Chicago is working on addressing questions from the CoC Board, including preparing a timeline to return with the final data and report. In reviewing the draft Memorandum of Understanding (MOU), some of the projects being proposed by the University of Chicago appear more to the benefit of the Census Bureau than to the CoC. 211OC and the Office of Care Coordination are proposing to review the project list, and potentially

other components of the draft MOU, at the upcoming PPS Committee meeting to receive feedback before bringing the request back to the CoC Board.

- The California Department of Housing and Community Development (HCD) recently released the 2024 State Emergency Solutions Grant (ESG) Notice of Funding Availability (NOFA). The State ESG NOFA will now be issued every three years by HCD. The application portal opened on February 11, 2025, and all applications will be due on March 28, 2025. As the Administrative Entity for the Orange County CoC, the County of Orange's Office of Care Coordination will submit an application for the 2024 State ESG NOFA prior to the application deadline.
- The County of Orange's Probation Department seeks proposals from qualified firms to provide vocational services to youth. Proposals must be submitted via OpenGov by March 31, 2025, at 3:00 p.m. PT. For more information, please visit the following link: <https://procurement.opengov.com/portal/ocgov/projects/138977>.
- The County of Orange's Probation Department seeks proposals from qualified firms to provide educational course and services to youth. Proposals must be submitted via OpenGov by March 31, 2025, at 3:00 p.m. PT. For more information, please visit the following link: <https://procurement.opengov.com/portal/ocgov/projects/145273>.
- The Office of Care Coordination has been providing CoC Board members with updates regarding upcoming CoC activities. Calendar Year 2025 Quarter 1 and early Quarter 2 activities are highlighted in the CoC Board Presentation.

Board Member Discussion:

- Secretary Nichole Gideon asked for clarification on the date for the OC Same Day Solutions Fair. Secretary Nichole expressed excitement and shared hopes of obtaining a flyer for the event.

Jason Phillips motioned to adjourn the meeting. Shakoya Green Long seconded the motion. The motion passed with unanimous consent. Meeting adjourned at 4:30 p.m.

6. Next Meeting: Wednesday, March 26, 2025, from 2:00 p.m. – 5:00 p.m.

Date: March 26, 2025

Subject: Continuum of Care (CoC) Program Notice of Funding Opportunity (NOFO)

Recommended Action:

- b. Appoint Andrew Crowe, Shakoya Green Long, Sandra Lozeau, Jason Mercado, and Larry Smith to the FY 2025 CoC Program NOFO Ad Hoc.

Background and Analysis

The U.S. Department of Housing and Urban Development (HUD) formerly released an annual NOFO that allowed CoCs nationwide to apply for competitive funding. In 2024, for the first time, HUD issued a two-year CoC Program NOFO as authorized by the Consolidated Appropriations Act, 2024. CoCs were only required to submit one CoC Consolidated Application that will be applicable for FY 2024 and FY 2025 funds, along with the FY 2024 CoC Priority Listing. As stated in the FY 2024 and FY 2025 CoC Program NOFO, Collaborative Applicants will be required to submit a FY 2025 Priority Listing in 2025, and applications for any projects created through the reallocation of eligible CoC renewal funding. Projects that are awarded FY 2024 funds may be eligible for award of FY 2025 funds using their FY 2024 application submission and are not required to apply for renewal for FY 2025 funds. Locally, however, the Orange County CoC must still evaluate performance for all CoC projects eligible for renewal.

As such, the Office of Care Coordination as the Collaborative Applicant for the Orange County CoC is seeking approval from the Orange County CoC Board to appoint the recommended FY 2025 CoC Program NOFO Ad Hoc (CoC NOFO Ad Hoc) to support with the evaluation of current renewal projects and local competition process for FY 2025 funds. The Office of Care Coordination anticipates additional HUD guidance regarding the funding and application process for FY 2025.

The Orange County CoC Board (CoC Board) is tasked with appointing a CoC NOFO Ad Hoc to support with the local competitive process to evaluate renewal project performance, establish funding priorities for new and reallocated funding, establish policies for funding reallocation and recommend the rating and tiering of CoC projects for the final Priority Listing. The CoC NOFO Ad Hoc is to be comprised of non-conflicted members and will be tasked with providing unbiased recommendations to the CoC Board related to the local competition process.

Following the February 26, 2025, CoC Board meeting, the Office of Care Coordination sent out email communication to CoC Board and CoC committee members, inviting response to express interest in participating in the CoC NOFO Ad Hoc. Recommended membership for the 2025 CoC NOFO Ad Hoc includes Andrew Crowe, Shakoya Green Long, Sandra Lozeau, Jason Mercado, and Larry Smith. Appointment of the CoC NOFO Ad Hoc membership will allow the Office of Care Coordination to facilitate an effective CoC Program application process as the Collaborative Applicant and support the Orange County CoC in applying for renewal funding and potential bonus funding.

Date: March 26, 2025

Subject: Homeless Management Information System (HMIS) Data Requests

Recommended Actions:

- a. Approve University of California, Irvine’s (UCI) HMIS data request for the period of April 1, 2018, to March 31, 2025, for the purposes of research being conducted and shared publicly, in partnership with Orange County United Way.
- b. Approve the Office of Care Coordination’s HMIS data request for an ongoing monthly release of data, beginning with January 2024, for the purposes of creating and publishing a monthly snapshot of key data related to the engagement and changes within the Orange County Continuum of Care (CoC).
- c. Approve Sisters of St. Joseph Orange County Justice Center’s HMIS one-time, aggregate data request as of the current date to be used for educational and advocacy purposes in support of affordable housing development in the City of Orange.

Background

In accordance with the [HMIS Policies and Procedures](#), data requests from entities not participating in HMIS are approved by the CoC Board prior to any data being released. Additionally, entities participating in HMIS must obtain approval from the CoC Board when utilizing data for research purposes, medial release and/or other public use. Approved requests will be carried out by Orange County United Way’s 2-1-1 Orange County (211OC) as the HMIS Lead. As such, the Orange County CoC Board (CoC Board) is being asked to review and approve HMIS requests received from UCI, the Office of Care Coordination and Sisters of St. Joseph Orange County Justice Center, as detailed in the Recommended Actions.

Analysis

UCI’s Request

On March 5, 2025, 211OC, as the HMIS Lead and on behalf of the Orange County CoC, received an HMIS data request from Master in Public Policy Capstone students (Capstone students) from UCI’s School of Social Ecology. This request includes deidentified client-level data for all adults active in any project in HMIS from April 1, 2018, through March 31, 2025, that had an active [HMIS Client Consent Form](#) recorded in HMIS as of the end of the reporting period.

Data Elements Included in Request:

- 2.02 Project Information
- 3.04 Race and Ethnicity
- 3.06 Gender
- 3.08 Disabling Condition
- 3.10 Project Start Date
- 3.11 Project Exit Date

- 3.12 Destination
- 5.08 Personal Identifier
- 5.09 Household Identifier
- Custom field – Current Age
- Custom field – Household Type
- Custom field – Chronically Homeless at Entry
- Custom field – City prior to entry

If approved, this data will be used by UCI for research and analysis to explore City Council members and homeless service providers (stakeholders) attitudes toward homelessness in Anaheim and Newport Beach and examine how these perceptions influence housing policy initiatives. By analyzing qualitative insights from interviews with council members and homeless service providers alongside quantitative data from HMIS and Get Help OC, UCI aims to identify key policy drivers and gaps in service provision. The results of the analysis are anticipated to align stakeholder and policymaker perceptions with the reality of homelessness in Orange County and assess the effectiveness of differing approaches to policymaking. This research will support Orange County United Way in developing data-driven strategies to improve homelessness interventions and regional collaboration. Upon completion of the study, the results will be shared with stakeholders, including the CoC Board, and may also be posted publicly on the Orange County United Way website.

The presentation to the CoC Board will include an overview of the project, explaining the importance of data collection and its intended use in shaping informed decision-making. The presentation will also outline security and privacy measures to ensure ethical data handling and discuss how findings will contribute to enhancing the CoC's homeless service system. The UCI School of Social Ecology Capstone students anticipate bringing the results of this analysis to the CoC Board during the June 25, 2025, meeting.

Office of Care Coordination's Request

On March 13, 2025, the Office of Care Coordination submitted an HMIS data request to be considered by the CoC Board. This request is for a monthly release of aggregate data, beginning with January 1, 2024, and ongoing basis. This request would be inclusive of all project types (e.g. homelessness prevention, street outreach, emergency shelter, transitional housing, rapid rehousing, permanent supportive housing, other permanent housing) and all populations, as applicable. This data will be used for the creation and publishing of a monthly, public document that provides monthly summary provides a high-level overview of key data related to the current engagement and changes within the Orange County CoC. This data will be critical in understanding the current state of homelessness in Orange County and can help inform strategies and policy for addressing homelessness and improving outcomes in Orange County.

Data Points Included in Request:

- Total number of persons accessing services who are first time homeless (defined as not accessing services while experiencing homelessness in the past two years).
- Total number of people exiting homelessness into permanent housing, including people who exited the Orange County CoC to permanent housing destinations and people who moved into permanent housing.
- Total number of persons who are experiencing homelessness (defined as people who are currently enrolled in street outreach, emergency shelter, transitional housing, rapid rehousing with no move-in date, permanent supportive housing with no move-in date, and persons in the Coordinated Entry System with no other program enrollments)
- Total number of persons who are on the Coordinated Entry System (CES) Community Queue

- Total number of persons who are permanently housed (defined as people are enrolled in a rapid rehousing with a move-in date, permanent supportive housing with a move-in date. Permanent housing only with a move in date)
- The above data points provided by the following subpopulations:
 - Transitional Aged Youth, person ages 18 to 24
 - Seniors, persons ages 62 and older
 - Veterans, persons who served in the U.S. Armed Forces or been called into active duty as a member of the National Guard or Reservist
 - Families, households comprised of at least one adult and one child, to include the number of households and person in the household)
- Active HMIS Participating Organizations
- Active HMIS Users
- Number of Street outreach Programs in HMIS
- Number of Emergency Shelter Programs in HMIS
- Number of Transitional Housing Programs in HMIS
- Number of Rapid Rehousing Programs in HMIS
- Number of Permanent Supportive Housing Programs in HMIS

If approved, the Office of Care Coordination plans to return to the CoC Board with a finalized version of the public document for presentation in April 2025.

Sisters of St. Joseph Orange County Justice Center’s Request

In February 2025, 211OC, as the HMIS Lead and on behalf of the Orange County CoC, received an HMIS data request from Sisters of St. Joseph Orange County Justice Center. This one-time, aggregate data request is for the current Coordinated Entry System data in HMIS related to persons from the City of Orange who are active on the CES Community Queue.

Data Points Included in Request:

- Number of Households
 - Number of Persons in Households
 - Number of Adults
 - Number of Children
- Number of Individual (Adult only) Households
- Number of Family Households

The Sisters of St. Joseph of Orange Justice Center has a Housing Advocacy Team focused on addressing homelessness through policy and system change. One of the Housing Advocacy Team’s priorities is to work with the City of Orange to advocate for policies that will promote more affordable housing development, especially for very low and low-income persons. In February 2025, the Housing Advocacy Team presented to the City Council a plan to address homelessness for the City of Orange. The data being requested will support with continued advocacy for this plan through providing education to the City of Orange’s mayor and City Council regarding the need for more affordable housing.

Date: March 26, 2025

Subject: University of Chicago's Revised Homeless Management Information System (HMIS) Data Request and Memorandum of Understanding

Background and Analysis

In accordance with the [HMIS Policies and Procedures](#), data requests from entities not participating in HMIS are approved by the Orange County Continuum of Care (CoC) Board (CoC Board) prior to any data being released. Once approved, data requests are carried out by Orange County United Way, 2-1-1 Orange County (211OC) as the HMIS Lead for the Orange County CoC. On October 30, 2024, 211OC, received a data request from University of Chicago on behalf of the Orange County CoC. This request includes client-level data for all clients active in any project in HMIS from January 1, 2018, through December 31, 2024, who had an active HMIS Client Consent Form recorded in HMIS as of the end of the reporting period.

At the December 18, 2024, meeting, the CoC Board reviewed the University of Chicago's HMIS data request and approved an amended recommended action. The amended action included preparing the data request and draft Memorandum of Understanding (MOU) that involves all three parties – the Orange County CoC, U.S. Census Bureau and the University of Chicago – with the inclusion of workflow and client data elements to be removed, and inclusion of checks and balances that will be verified before data is sent to the University of Chicago. The approved amended recommended action also stipulates that, upon completion of the data analysis and final report, the final report will be shared with the Orange County CoC, and a certification of data disposal and verification will be provided.

Following the December 18, 2024, meeting, 211OC followed up with the University of Chicago to prepare for the return of the data request to the CoC Board. 211OC received a draft MOU from the U.S. Census Bureau, which includes a list of research projects that would utilize the requested HMIS data. 211OC and the Office of Care Coordination, as the Collaborative Applicant, have been reviewing the MOU and sharing questions and revisions with the University of Chicago for consideration aimed at addressing the feedback and concerns of the CoC Board as expressed. Through ongoing communication, the University of Chicago is addressing questions related to the MOU as well as those raised during the CoC Board meeting. In reviewing the MOU, 211OC and the Office of Care Coordination noted it may be beneficial for the Policies, Procedures and Standards (PPS) Committee to further review and provide feedback on the proposed research projects before the HMIS data request is presented to the CoC Board. Because the PPS Committee was unable to reach quorum for the regular meeting in March 2025, the Office of Care Coordination recommended returning to the CoC Board with an update from the University of Chicago on steps taken to address the CoC Board's requests and concerns. A response is still pending from the U.S. Census Bureau regarding questions and potential revisions to the draft MOU. As such, it could be beneficial for the CoC Board to review current portions of the draft MOU and provide feedback.

Specific sections of the draft MOU are being highlighted for the CoC Board's awareness:

- The five (5) research projects being proposed by the U.S. Census Bureau are outlined in **Attachment A**. The first research project listed is the one initially proposed by the University of Chicago.

- The U.S. Census Bureau has a program for authorizing external research projects that aid in the mission of the Census Bureau, and each external research project must follow strict procedures for privacy, security, and confidentiality of the data. **Attachment B** asks the CoC to identify preferences on how the release of CoC specific data results will be reviewed/approved.
- The Federal Statistical Research Data Center Virtual Access Program (FSRDC-VAP) allows researchers to access data through a modified Virtual Desktop Infrastructure (VDI) environment in an approved remote location on projects approved for virtual access. **Attachment C** asks the CoC to choose between two options for how researchers will access the CoC's data.

The CoC Board is being asked to review the current update on the preparation of this data request. If the CoC Board is supportive of continued effort to move the request forward, the Office of Care Coordination and 211OC will work with the University of Chicago and U.S. Census Bureau to bring a final draft of the MOU to the Board at a future meeting.

Attachments

Attachment A – Description of Proposed Research Projects

Attachment B – Addendum to the Agreement for External Research Projects

Attachment C – Addendum to the Agreement for External Research Access

Item 4. Attachment A

For the purposes of the University of Chicago's Homeless Management Information System (HMIS) data request, the proposed research projects listed below are included in the current draft Memorandum of Understanding (MOU) between the U.S. Census Bureau and Orange County United Way's 2-1-1 Orange County (211OC) as the HMIS Lead for the Orange County Continuum of Care (CoC).

Attachment: Description of Approved Research Projects

1. Examining Income, Safety Net Engagement, and Pathways to and From Homelessness

This project aims to improve understanding of the long-term economic circumstances and housing trajectories of people who have experienced homelessness through rigorous quantitative analysis of linked data. The project will link HMIS client records with state and federal administrative data on tax records and government assistance programs (e.g., HUD housing assistance, SSI, VA benefits), enabling analysis of individual histories spanning up to 40 years to provide new insights into pathways into and out of homelessness. Specific analyses will include:

- Examine long-term patterns of formal income, employment, and safety net program participation before, during, and after periods of homelessness
- Analyze migration across geographic areas and transitions between homelessness, conventional housing, and institutional settings
- Assess completeness and accuracy of Census homeless enumerations
- Study differences in economic outcomes and program participation by demographic characteristics to inform efforts to address disparities
- Evaluate the effectiveness of connections to mainstream benefit programs like SSI, and other safety net resources

The research aims to inform policy and practice by identifying opportunities to strengthen connections to mainstream benefits and services; understanding patterns of formal employment and barriers to labor market participation; evaluating the completeness of homeless population counts and characteristics data; and examining disparities in outcomes across demographic groups.

Results will be shared through reports to participating CoCs, academic publications, and presentations to stakeholders in government, research, and service provider communities. All research outputs will undergo Census Bureau disclosure review to protect confidentiality.

2. Evaluation and Improvement of Demographic Surveys Using Tribal, State and Federal Administrative Records

The U.S. Census Bureau administers multiple household and business surveys that are designed to characterize the program participation characteristics of the U.S. population. This project will evaluate the accuracy of such survey data, explore the determinants of misreporting and the impact of misreporting on estimates of population characteristics. This project will also evaluate and improve current procedures for editing and/or imputing survey data related to program participation. The

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project will also use the tribal and state data to investigate survey frame coverage, survey effects and survey non-response.

This project will focus on evaluating and improving the measurement of tribal and state programs in the American Community Survey (ACS), the Current Population Survey (CPS) and the Survey of Income and Program Participation (SIPP). In the case of SIPP, this evaluation will also inform the redesign of the SIPP survey instrument that is currently underway.

This project will include additional studies that use administrative records from tribal, state and federal programs (including the state/tribal data) and/or Census Bureau survey data, and that can inform the Census Bureau about the quality of its data products and the feasibility of using administrative records to improve Census Bureau data products. These additional studies could include linkages to surveys conducted by the National Center for Health Statistics (NCHS), and linkages to datasets created from joint statistical projects between the Census Bureau and NCHS, the USDA Economic Research Service, the Bureau of Justice Statistics, the Department of Health and Human Services and the Department of Veterans Affairs.

3. Improve Census Bureau Record Linkage Methods

The Census Bureau's Person Identification Validation System (PVS) uses administrative records from a variety of sources to assign, where possible, unique person identifiers to each record in its surveys, Censuses and administrative records. However, coverage for some populations may be incomplete in the PVS. Incomplete coverage in the PVS would have important implications for the Census Bureau's ability to evaluate and improve its data products using administrative records. The use of the state/tribal program administrative records will permit an assessment of the coverage completeness in PVS while improving upon coverage in the PVS of the populations participating in tribal or state programs.

4. Research, Testing and Operations for the Decennial Census Programs and Current Surveys

The Census Bureau intends to test the use of administrative records data from many sources, including public and private sources, for use in decennial programs to include the Decennial Censuses, American Community Survey, and current economic and demographic surveys. The Census Bureau plans to use federal, state, tribal, and third party source data for cost reduction and quality improvement initiatives. These data will be considered for use to augment or replace data collection and processing operations. Further, development of effective linkages between the Census Bureau's foundational datasets (including, but not limited to LEHD's job frame, the Business register, MAF/TIGER, and the to-be-developed demographic frame) will facilitate reuse of administrative data across the enterprise.

To determine the feasibility and value of incorporating administrative data into census and survey operations, the data will be linked to decennial census data, survey data, and intercensal test data to assess household roster, location, and demographic and economic characteristics data. Disagreement observed in content across sources will be analyzed to develop approaches such as modeling or business rules to resolve conflicting information. Administrative data will be assessed to tabulate data

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at various levels of geography, including the housing unit, block, tract, municipality, county, state and tribal levels. These tabulations will be compared to previous Census data, survey data, and intercensal test data to assess accuracy based on the level of aggregation. Research and testing includes simulations with decennial Census data, as well as using these data in operational test sites to incorporate the data into administrative data repositories for use in decennial census and current survey operations.

This work will be done in coordination with the other projects listed.

5. Leveraging Administrative Data to Support Evidence-Building and Evidence Based Decision Making

The acquisition and use of administrative records data is becoming increasingly central to the Census Bureau's mission. Like many agencies in the Federal Statistical System, the Census Bureau uses administrative records data to reduce inquiries on the public and to promote the efficient use of federal funds. In addition, the 2018 Foundations for Evidence-Based Policymaking Act has resulted in the Census Bureau focusing on ways to leverage research to support evidence-based decision-making. Central to these goals is the Census Bureau's Data Linkage Infrastructure as well as internal and external research conducted through the Federal Statistical Research Data Center (FSRDC) network.

This project supports the use of administrative records data to foster program and policy research and the efficient use of public funds through evidence-building activities. Evidence-building is broadly defined as the production of estimates that can support policy and program evaluation. This activity does not necessarily involve a direct evaluation of a program or policy, but rather produces statistics that can be used to support evidence-based decision-making.

This project includes research that will:

- Explore the use of administrative records to promote the efficient use of federal funds, and to produce and improve statistics on the American population and economy.
- Develop population estimates on demographic characteristics such as race, ethnicity, income, socioeconomic status, migration, food security, inequality, housing, health status and outcomes, and other characteristics that can be used to evaluate federal programs and policies and be used by policy makers to make evidence-based decisions.
- Directly evaluate federal, state, local, and tribal programs and policies.

As Census and other Federal Statistical Agencies integrate administrative records data for research purposes, they acquire and use the data within the context of comprehensive data stewardship programs that ensure strong confidentiality and privacy protections. Data access is limited to Census Bureau staff and Special Sworn Status (SSS) researchers.

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Both internal and external proposals requesting access to some (*linked, PII removed*) state level administrative records data, prior to Census Bureau approval, may be forwarded for determination to the federal agency which administers the state level program, for a determination whether that project furthers administration of the federal/state level program and to ensure it meets the requirements of authorizing statutes.

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Item 4. Attachment B

The U.S. Census Bureau has a program for authorizing external research projects that aid in the mission of the Census Bureau, and each external research project must follow strict procedures for privacy, security, and confidentiality of the data. The Orange County Continuum of Care (CoC) must identify preferences on how the release of CoC specific data results will be reviewed/approved. For the purposes of the University of Chicago's Homeless Management Information System (HMIS) data request, the Addendum to the Agreement for External Research Projects is included below, based on the current draft Memorandum of Understanding (MOU) between the U.S. Census Bureau and Orange County United Way's 2-1-1 Orange County (211OC) as the HMIS Lead for the Orange County CoC.

Attachment: Addendum to the Agreement for External Research Projects

The Census Bureau has a program for authorizing external research projects for Title 13 purposes - that is, projects that aid in the mission of the Census Bureau. Each external research project must follow a procedure that includes these steps and requirements:

1. The researcher must submit a proposal to the Census Bureau identifying the purpose and the data to be accessed;
2. The Census Bureau must review and approve the research proposal to ensure that its purpose is to provide Title 13 benefits. That is, its purpose is for statistical purposes only that assist the Census Bureau in fulfilling its mission under Title 13;
3. Prior to accessing the data, the researcher must receive the Census Bureau Special Sworn Status (SSS) so that the researcher is subject to the same fingerprinting, background checks, mandatory training, Sworn Oath of Nondisclosure, restrictions, and civil and criminal penalties for protecting confidential data as regular Census Bureau employees;
4. The Census Bureau Disclosure Review Board must approve and clear all research results to ensure non-disclosure of confidential information before the release of the results.

This addendum to the Agreement offers an option to each State Program Agency (data provider) to specify its preference for participation in external research projects that use State Agency data. In addition to the standard proposal requirements described above for external research projects, projects requesting the use of the state data under this addendum must satisfy the following additional requirement:

5. Each external research project proposal covering the use of the CoC data must identify explicitly the CoCs that will be used in the analysis and whether any CoC specific research results will be requested for release under the project.

For all external projects requesting **release of CoC specific results** (as opposed to pooled results for a group of states), the CoC Agency will:

- a) be given the opportunity to review and approve of the external research project request, as outlined in Section 3 (a) iv and 3 (b) i of this Agreement, and

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- b) be asked to review and approve any CoC results from the project before release, as outlined in Section 3 (b) iii of this Agreement.

In the case of **projects releasing pooled results only**, under this addendum to the Agreement, the CoC Agency agrees to select one of the following two options for external research projects (**select one by placing a "X" by the option**):

- ___ **Option A.** The CoC Agency provides advance permission for the use of its data for Census Bureau approved external research projects for which the State Agency's data are part of the proposed project (when as noted this project is using data from multiple CoCs). The State Agency will receive notification that their data are being used in such a project.

The CoC Agency is not requiring review or approval of the pooled results.

- ___ **Option B.** The CoC Agency provides advance permission for the use of its data for Census Bureau approved external research projects for which the CoC Agency's data are part of the proposed project (when as noted this project is using data from multiple states). The CoC Agency will receive notification that their data are being used in such a project.

If the CoC Agency would like to review and approve pooled results from the project before release, the CoC Agency must respond to the notification and request the review.

- ___ **Option C.** The CoC Agency requires review and approval of all external research projects covering the use of its data, for which the CoC Agency's data are a part of the proposed project (when as noted this project is using data from multiple CoCs), even if no CoC-specific results are requested.

The CoC Agency is not requiring review or approval of the pooled results.

- ___ **Option D.** The CoC Agency requires review and approval of all external research projects covering the use of its data, for which the CoC Agency's data are a part of the proposed project (when as noted this project is using data from multiple CoCs), even if no CoC-specific results are requested.

If the CoC Agency would like to review and approve pooled results from the project before release, the CoC Agency must respond and request the review.

For each external research project proposal where approval of a CoC Agency is required according to the CoC Agency's selection of option above or because of a request to release CoC-level specific results, upon approval of the project by the Census Bureau, the Census Bureau will provide a complete copy of the research proposal to the CoC Agency's designated Point of Contact.

It is understood by both parties that the CoC Agency's review and decision to approve or not approve a proposal is limited in scope to the use of the CoC Agency's data and/or proposed disclosure of CoC level results.

For each review of an external research project proposal, the CoC Agency agrees to convey its approval or disapproval of the proposal to the Census Bureau in writing (via email or electronic memorandum). If such response is not possible within **fourteen (14)** working days, the CoC Agency will provide an expected timeline to the Census Bureau.

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The CoC Agency may change their choice of Option A, B, C or D at any time by submitting an email request to the Census Bureau. The CoC Agency agrees that such a change of option will not invalidate the rest of the Agreement.

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Item 4. Attachment C

The Federal Statistical Research Data Center Virtual Access Program (FSRDC-VAP) allows researchers to access data through a modified Virtual Desktop Infrastructure (VDI) environment in an approved remote location on projects approved for virtual access. The Orange County Continuum of Care (CoC) is being asked to choose between two options for how researchers will access the CoC's data. For the purposes of the University of Chicago's Homeless Management Information System (HMIS) data request, the Addendum to the Agreement for External Research Access is included below, based on the current draft Memorandum of Understanding (MOU) between the U.S. Census Bureau and Orange County United Way's 2-1-1 Orange County (211OC) as the HMIS Lead for the Orange County CoC.

Attachment: Addendum to the Agreement for External Research Access

The Federal Statistical Research Data Center Virtual Access Program (FSRDC-VAP) allows researchers to access data through a modified Virtual Desktop Infrastructure (VDI) environment in an approved remote location on projects approved for virtual access.

This modified VDI environment is a locked down version of the VDI environment used by Census Bureau staff and contractors and does not allow email or internet access nor does it allow for printing. This environment is the same locked down environment that has been in use in the Federal Statistical Research Data Centers (FSRDCs).

Each external research project with access via the FSRDC-VAP must follow procedures that include, but are not limited to:

- Researchers are required to designate only one location from which they will work. The approved remote location must be a room that is private and secure with floor to ceiling walls and a door that locks. The computer monitor may not be visible from a window and access to the space while working must be restricted to only individuals who have Special Sworn Status (SSS) and are approved for data access on the project.
- The researchers must meet all requirements for data access just as they would in an FSRDC, obtaining and maintaining SSS and taking all required annual trainings.
- Each researcher must sign a rules of behavior document that stresses Title 13 requirements for data use and handling to promote strong data stewardship.
- Researchers must sign agreements that acknowledge unique restrictions that apply to their remote access, and accept responsibility for securing the space and IT equipment they use to access the Census Bureau network.
- Approved datasets will be made available in restricted-access project space on the Integrated Research Environment (IRE). Connection to the IRE is through a special instance of the Census Bureau's VDI as described above.
- All of the data accessed through FSRDC-VAP are subject to the confidentiality requirements and use restrictions of Title 13 U.S.C. Sections 8 and 9. These provisions prohibit the disclosure of the

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information to anyone other than individuals who are sworn to protect it, and require that the information be used only for statistical purposes.

This addendum to the Agreement offers an option to each CoC Agency to specify its preference for access to the data for external research projects that use CoC Agency data.

The CoC Agency agrees to select one of the following two options to access the CoC data for external research projects (***select one by placing a "X" by the option***):

- **___ Option 1.** The researcher must come to a Census Bureau facility, as listed in the Section 4 approved sites - either the Headquarters or a secure Federal Statistical Research Data Center (FSRDC) - that is supervised by a Census Bureau employee, to access the data without any electronic removable media or Internet connection and is subject to logging and audit trails within the physically secure facilities. Access to the data for external research projects within the Census Bureau facility is via a thin client and secure transmission lines to the central Census computer center.
- **___ Option 2.** The researcher may access the CoC data at either a Census Bureau facility as described above in Option 1 or via the Federal Statistical Research Data Center Virtual Access Program (FSRDC-VAP). The FSRDC-VAP includes the same technological restrictions and safeguards on access to data without any electronic removable media or Internet connection and is subject to logging and audit trails.

The CoC Agency may change their choice of Option 1 or 2 at any time by submitting an email request to the Census Bureau. It is understood that the CoC Agency's access option that is in place on the date of project consent will persist throughout the research project's duration. The CoC Agency agrees that such a change of option will not invalidate the rest of the Agreement.

Date: March 26, 2025

Subject: Housing for Health Orange County's (HHOC) Homeless Management Information System (HMIS) Data Integration Request

Recommended Action

- a. Approve data integration request from HHOC's to import identified data elements into HMIS every 24 hours, beginning April 1, 2025.

Background

In September 2022, the Orange County Continuum of Care (CoC) Board (CoC Board) approved the addition of a Data Integration Policy to the [HMIS Policies and Procedures](#). As detailed in the HMIS Policies and Procedures, requests for data import or export to and from HMIS must be submitted through the Data Integration Request Form. While agencies requesting exports of their own data do not require approval from the CoC Board, all other requests are decided by the CoC Board in conjunction with the Collaborative Applicant and the HMIS Lead.

On October 1, 2024, 2-1-1 Orange County (211OC), as the HMIS Lead and on behalf of the Orange County CoC, received a data integration request from HHOC. The data integration request is for automated data transfer from HHOC's case management software, Lightning Step, into HMIS every 24 hours using the existing tool developed by Orange County United Way, which was first introduced during the review and approval of the Orangewood data integration request at the May 22, 2024, CoC Board meeting. HHOC noted that the purpose of the request is to reduce data entry into multiple software platforms for HHOC Service Providers.

Projects Included in Integration Request:

- Housing for Health Orange County - Cal AIM Housing: Permanent Housing (PH) – Housing with Services (no disability required for entry)
- Housing for Health Orange County - HHOC CalAIM: Services Only
- County of Orange - Individual Coordinated Entry System: Coordinated Entry
- County of Orange - Family Coordinated Entry System: Coordinated Entry

Data Elements Included in Integration Request:

All U.S. Department of Housing and Urban Development (HUD) required data elements and custom Orange County data elements will be **imported** into HMIS. The HMIS Client Consent form and required Coordinated Entry System (CES) documentation will also be imported.

See **Attachment A** for specific data elements to be imported as part of the data integration request.

Analysis

HHOC identified the following challenges with the current process of completing data entry into multiple software solutions.

- Dual data entry is time-consuming: Double entry takes case managers away from directly providing case management services, increases the chance for errors, and accounts for 20 percent of case managers time that is not directly serving the client.
- Error-prone: Manually entering data into two different systems increases the likelihood of errors which has led to supervisors cross referencing data between systems weekly.
- Inefficiency: Having to enter the same information into multiple systems has created inefficiencies in data management and workflow, slowing down processes, and leading to missing data.
- Staff morale: The redundancy of entering data into two systems is burdensome to staff creating feelings of frustration inefficiency.

This data integration will provide the following opportunities for HHOC and the Orange County CoC:

- Consistent up to date information: Client information is up-to-date and consistent between systems.
- Whole Person Care: Easier to provide whole person care approach to case management when all the data is available in one system and one case file. Additionally, the client's journey is documented as one full story versus bits and pieces between multiple systems.
- Client Focus: Less trauma for the clients (i.e., having to tell their story over again or re-fill out forms), constant snapshot of the client's progress.
- User Tools: Providing the best tools possible for case managers to support their clients, which will result in better all-around care and outcomes.

The HMIS Lead recommends importing data into HMIS from HHOC's case management software (Lightning Step) because Lightning Step includes data from SafetyNet Connect, another software solution that HHOC is also contributing data to. The goal of this integration is for HHOC Service Providers to complete data entry into one software, and some of the data collected by HHOC is not compatible for collection in HMIS.

The CoC Board is being asked to approve HHOC's HMIS data integration request. If approved, the data integration is expected to begin April 1, 2025.

Attachments

Attachment A – Data Elements to be Imported to HMIS

Item 5. Attachment A

Housing for Health Orange County (HHOC) Data Elements to be Imported into HMIS

HUD Required Data Elements

- 3.01 Name (first, middle, last)
- 3.02 Social Security Number
- 3.03 Date of Birth
- 3.04 Race and Ethnicity
- 3.06 Gender
- 3.07 Veteran Status
- 3.08 Disabling Condition
- 3.10 Project Start Date
- 3.11 Project Exit Date
- 3.12 Destination
- 3.15 Relationship to Head of Household
- 3.20 Housing Move In Date
- 3.917 Prior Living Situation
- 4.02 Income And Sources
- 4.03 Non-Cash Benefits
- 4.04 Health Insurance
- 4.05 Physical Disability
- 4.06 Developmental Disability
- 4.07 Chronic Health Condition
- 4.08 HIV/AIDS
- 4.09 Mental Health Disorder
- 4.10 Substance Use Disorder
- 4.11 Domestic Violence
- 4.12 Current Living Situation
- 4.19 Coordinated Entry Assessment
- 4.20 Coordinated Entry Event
- C4 Translation Assistance Needed
- 5.01 Date Created
- 5.02 Date Updated
- 5.03 Data Collection Stage
- 5.04 Information Date
- 5.05 Project Identifier
- 5.06 Enrollment Identifier
- 5.07 User Identifier
- 5.08 Personal Identifier
- 5.09 Household Identifier

Orange County Documentation

- Chronic Homelessness Verification
- Disability Verification: Written verification from the Social Security Administration
- Homelessness Verification: Self Certification
- Homelessness Verification: Third Party
- Disability Verification: Verification from Licensed Professional
- Disability Verification: Disability Check
- MHSA Certification
- Santa Ana Registry
- CES Authorization Form
- At Risk of Homelessness Verification: Third Party
- HMIS Client Consent Form

Item 5. Attachment A

Orange County Custom Data Elements

- What city were you in immediately prior to entry into this project?
- Which individual access point is serving this household?
- Which family access point is serving this household?
- Have you or someone in your family ever been legally evicted?
- How many legal evictions?
- Primary Language
- Is anyone in the household currently pregnant?
- How far along?
- Are you in the process of reunifying with any minor children?
- Assessment Date
- Assessment Location
- Assessment Type
- Assessment Level
- Of the housing opportunities the household is eligible for, which of the following housing types is the household interested in? (Rapid Re-Housing, Permanent Supportive Housing, Housing Choice Voucher)
- Has anyone in your household ever been convicted of a felony?
- How long ago did this felony occur?
- Is this felony considered violent?
- Does anyone in this household currently have an open warrant?
- Does anyone in the household currently have an open felony warrant?
- Is any adult in the household a registered sex offender?
- Does the household require any special accommodations?
- If yes, please describe
- Do you require a mobility accessible unit due to a physical disability?
- Do you require a sensory accessible unit due to loss of hearing or sight?
- Does the household include any of the following: Pets, Service Animals, Emotional Support Animals
- How many pets are in the household?
- How many service animals are in the household?
- How many emotional support animals are in the household?
- Do all animals in the household have proper documentation and shots?
- Are you interested in a congregate shelter?
- Are you interested in a non-congregate shelter?
- Which SPAs is your household willing to be sheltered in? (North, Central, South)
- Is your household willing to be sheltered in San Clemente?
- Does your household currently include a child ages 0-5 years old?
- Do you have at least 50% custody of at least one child that will be housed with you?
- Do you have full custody of at least one child that will be housed with you?