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# Orange County Continuum of Care Policies, Procedures and Standards Committee

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**Webinar:** <https://global.gotomeeting.com/join/197919917>  
**Dial by Phone:** +1 (872) 240-3212  
**Access Code:** 197-919-917  
**Date:** October 19, 2020  
**Time:** 2:00 P.M. – 3:00 P.M.  
**Board Members:** Tim Shaw (Chair), Judson Brown, Maricela Rios-Faust, Patti Long

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## Minutes:

### **I. Welcome and Introductions**

- a. Chair Tim Shaw called the meeting to order at 2:02 p.m.

### **II. Policies, Procedures and Standards (PPS) Charter Concept Outline**

- a. Zulima Lundy, Continuum of Care (CoC) Manager, provided an outline of PPS Committee Charter Concept. Current membership for the PPS Committee includes Tim Shaw, Patti Long, Judson Brown and Maricela Rios-Faust. Chair Tim Shaw directed Office of Care Coordination staff draft a charter for the PPS Committee to review.

### **III. Establish a Regular Meeting Schedule**

- a. The PPS Committee established regular meeting schedule. The meetings will initially be held monthly until the PPS Committee has reviewed the pending policy actions needed for the CoC Board and transition to bimonthly thereafter. The meetings will be held every second Tuesday of the month from 3:30 p.m. to 5:00 p.m.

### **IV. CoC Vision Ad Hoc**

- a. The PPS Committee seeks to reestablish the CoC Vision Ad Hoc created at the CoC Board Retreat on February 7, 2020. The goal is to draft a vision and set of objectives for the next two calendar years. Office of Care Coordination staff will reengage the Board members that volunteered to participate in the CoC Vision Ad Hoc.

## **V. Homeless Management Information System (HMIS)**

- a. A presentation on the recommended policy for the HMIS agency user licenses and fees as developed by 2-1-1 Orange County in coordination with the Office of Care Coordination was provided to the PPS Committee. After the Orange County CoC and HMIS Lead migrated from the Adsystem software vendor to Bitfocus, the CoC governing board agreed to re-visit user license fees when the CoC surpassed the licenses in the original contract with Bitfocus, which occurred July 2019. The recommended policy included two proposals aimed at “right sizing” costs covered by the HMIS Lead and the participating agency and allocating funding to the HMIS Lead based on future funding opportunities. The HMIS Lead is seeking feedback from all HMIS agency users and the community. This will be an opportunity to address concerns, questions or make modifications to the recommendations and return with a revised proposal for the PPS Committee.

## **VI. Meeting Adjourned: 2:58 p.m.**