



AGENDA
REGULAR MEETING
Commission on Homelessness
Monday, March 5, 2018, 3:00 p.m.
Oxnard City Council Chambers, 305 West Third Street, Oxnard CA 93030

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENT.

A person may address the Commission only on matters within the subject matter jurisdiction of the Commission. The presiding officer shall limit public comments to three (3) minutes per speaker. The Commission cannot enter a detailed discussion of or take action on any item presented during public comments that is not on the meeting agenda. Such items may only be referred to the Commission Secretary for administrative action or scheduled on a subsequent meeting agenda for discussion.

3. INFORMATION/CONSENT ITEMS

SUBJECT: Minutes of Regular Meeting of February 5, 2018 (001)

RECOMMENDATION: Approve minutes of meeting of February 5, 2018.

4. REPORTS FROM CITY STAFF

SUBJECT: Winter Warming Shelter for 2017-18

SUBJECT: Point-In-Time Count

SUBJECT: Program update from Homeless Assistance Program Coordinator

5. COMMISSION BUSINESS

SUBJECT: Sub-Committee and Commissioner Reports

RECOMMENDATION: That the Commission receive reports and recommendations from the ad hoc sub-committees, and from individual Commissioners, and provide direction as appropriate.

- A. Safe Sleep Program
- B. Oxnard Downtown Safety and Hygiene
- C. Increasing Landlord Participation in Housing Choice and VASH Voucher Programs;
and Tiny Homes

6. NEW BUSINESS

7. ANNOUNCEMENTS OF UPCOMING EVENTS

8. ADJOURNMENT

In accordance with the Americans with Disabilities Act and City of Oxnard policy, if you need special assistance to participate in a meeting, please call 385-8095 (TDD 487-2850). Notification 72 hours prior to the meeting will assist the City in making reasonable arrangements to ensure meeting accessibility.

**DRAFT City of Oxnard Commission on Homelessness
Minutes of the Regular Meeting of February 5, 2018**

On Monday, February 5, 2018, at 3:09 p.m. the Regular Meeting of the Commission on Homelessness convened in the Council Chambers at 305 West Third Street, Oxnard, CA 93030. The following Commissioners were in attendance: Chair Francine Castañon, Vice-Chair Lucy Martinez, Commissioners Yukio Okano and Francisco Jaena. Commissioner Peggy Rivera was absent, and with the resignation from the Commission of Commissioner Leichtfuss, there were two vacancies. City of Oxnard staff member present was Karl Lawson, Housing Department, who acted as Recording Secretary; Denise Ledesma, Grants Management Division; and Oxnard Police Commander Kevin Baysinger. Chair Castañon presided.

1. ROLL CALL AND CALL TO ORDER

Chair Castañon called the meeting to order at 3:09 p.m. Roll was called and a quorum was deemed present.

2. PUBLIC COMMENT

Dr. Cynder Sinclair, Executive Director of Community Action of Ventura County, provided an update for the Commission on the activities at CAVC's day center at 621 Richmond Avenue. She reported that the CAVC is now operating seven days per week, and providing services to an average of over 60 persons per day.

Mr. Sam Thompson, of EcoHomes USA, addressed the Commission about the housing units that his firm is producing. He invited the Commissioners to visit the modular homes, constructed out of new shipping container units, which are on display at Vineyard and Montgomery in El Rio. Mr. Thompson explained the various ways that these types of units can be used to provide housing for homeless persons at a very low cost, compared to other options.

3. INFORMATION/CONSENT ITEMS

SUBJECT: Approval of Minutes of Meeting of January 8, 2018

Commissioner Okano moved approval of the minutes as presented in the agenda packet. The motion was seconded by Vice-Chair Martinez, and the motion carried unanimously.

4. REPORTS FROM CITY STAFF

SUBJECT: Winter Warming Shelter; and Homeless Assistance Program Coordinator Report

Mr. Lawson provided a verbal update on the operation of the Winter Warming Shelter, noting that it had commenced operations on December 21, 2017, and that average nightly attendance had steadily increased from 38 in the first week to 74 by Week #5, before dropping back down to 60 in week #6. Copies of Mr. Lawson's WWS Weekly Reports for Week #3 through Week #6 are attached to these minutes (Attachments No. 1 through No. 4). The recent dip in attendance appears to be related to the unseasonably warm weather. Mr. Lawson advised that fundraising for the WWS has been lower than in previous years, due partially to area donors directing their donations to victims of the Thomas fire. Mr. Lawson responded to questions from Commissioners Martinez, Okano, Castanon, and Mr. David Courtland.

Mr. Lawson reported that Homeless Assistant Program Coordinator Mark Alvarado was unable to attend the Commission meeting, and provided a brief summary of significant developments on his behalf, including the recent evacuation of the Halaco hazardous waste site encampment.

5. COMMISSION BUSINESS

SUBJECT: 2018-19 Federal Grants Application Process

Mr. Lawson directed the Commission's attention to the staff report at page 012 of the agenda packet, and introduced Ms. Denise Ledesma, Grants Manager for the City of Oxnard Housing Department's Grant's Management Division. She provided a report to the Commission on the 2018-19 federal entitlement grants application process, and outlined the methodology and deadlines for applications; a copy of the power point presentation is Attachment No. 5 to these minutes. Ms. Ledesma noted that the applications for funding under the Hearth Emergency Solutions Grant (ESG) and Community Development Block Grant (CDBG) programs must be evaluated by an Application Review Panel, and requested that the Commission designate a member to serve on that panel. Interviews with applicant organizations will be conducted on March 13, 14, and 15.

Commissioner Jaena inquired whether the Commission itself could apply for funding. Staff indicated that as the Commission, an advisory body, is neither a direct service provider, nor a governmental entity with budgetary authority, and thus is not eligible for this type of funding. Following discussion by the Commissioner Chair Castanon was designated as the Commission's representative to the Application Review Panel, and Commissioner Okano as the alternate.

SUBJECT: Safe Sleep

Commissioner Okano reported on the work of the Safe Sleep Sub-Committee, noting that the police and other departmental staff are developing proposals for presentation to the City Attorney. The Commission discussed the matter and commended the Safe Sleep Sub-Committee for its productive work.

SUBJECT: Downtown Safety and Hygiene Sub-Committee; and Tiny Homes

Vice-Chair Martinez reported on the Sub-Committee's work, and announced the upcoming meeting at the Oxnard Public Library, Room B, on Monday, February 12 at 6:30 p.m. recommendations (set forth at pages 012-013 of the agenda packet). With respect to Tiny Homes, she reported that the model Tiny Home had been towed to the City of Ojai, and that it would be on display in the library parking lot on Thursday, February 15.

Mr. Sam Thompson addressed the Commission, providing more details on the economics of the use of customized containers as housing. Mr. Thompson emphasized that the funds invested in the unit are not lost, but rather represent equity, and that units can be moved if necessary.

SUBJECT: Sub-Committee on Increasing Landlord Participation in the Housing Choice Voucher Programs

Vice-Chair Martinez reported on behalf of herself and Commissioner Rivera, and advised that the Sub-Committee had scheduled a meeting with the Oxnard Housing Authority managers who administer the Housing Choice Voucher programs. That meeting will take place on February 13, at 4:30 p.m.

Draft resolution 2018-02, which sets forth the recommendations of the Downtown Safety and Hygiene Sub-Committee, was presented by Vice-Chair Martinez, who moved its adoption. The motion was second by Commissioner Jaena, and was approved unanimously.

6. NEW BUSINESS

SUBJECT: Measure "O"

Mr. Lawson advised that the Measure "O" oversight committee had adopted a new meeting schedule, and that it plans to meet in the month of April to review recommendations for the possible uses of Measure "O" funding. No date has yet been set for that meeting.

7. SUBJECT: ANNOUNCEMENTS OF UPCOMING EVENTS

The Commission was informed of the upcoming events:

Wednesday, February 14, 2:30 p.m.: Training for those who wish to volunteer to help on the Point-In-Time Count; Performing Arts Center, 2:30 p.m.

Thursday, February 22: County-wide Point-in-Time Count takes place.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 4:12 p.m.

(Minutes prepared by Karl Lawson)



Lawson, Karl <karl.lawson@oxnard.org>

Winter Warming Shelter Report (Week #3)

1 message

Lawson, Karl <karl.lawson@oxnard.org>
To: "Ramirez, Carmen" <carmen4oxnard@gmail.com>, Oscar Madrigal <oscar.madrigal@oxnard.org>, "Castanion, Francine" <fran05292002@yahoo.com>, "LucyCartagena@yahoo.com" <LucyCartagena@yahoo.com>, Yukio Okano <yukio.okano@yahoo.com>, Grant Leichtfuss <grant@vpoa.net>, "pegstr1@yahoo.com" <pegstr1@yahoo.com>, Peggy Rivera <warmwinterdays@icloud.com>, "franciscojaena@yahoo.com" <franciscojaena@yahoo.com>, Abel Magana <abel@downtownoxnard.org>, "Benites, Jason" <JasonBenites@oxnardpd.org>, Kevin Baysinger <kevin.baysinger@oxnardpd.org>, Jeff Lambert <jlambert@cityofventura.net>, "kevin@downtownventura.org" <kevin@downtownventura.org>, "atl@roadrunner.com" <atl@roadrunner.com>, Arturo Casillas <arturo.casillas@oxnard.org>, Mark Alvarado <mark.alvarado@oxnard.org>, Kymberly Homer <kymberly.homer@oxnard.org>

Tue, Jan 16, 2018 at 9:34 AM

TO: Honorable Members of the Homeless Committee
Honorable Members of the Commission on Homelessness
Assistant Chief Benites
Commander Baysinger
Abe Magaña, Oxnard Downtown Business Improvement District
Jeff Lambert, Ventura Community Development Department Director
Kevin Clerici, Downtown Ventura Organization
CC: Kym Horner, Economic Development Director
Arturo Casillas, Housing Director
Mark Alvarado, Homeless Services
FROM: Karl Lawson, Oxnard Housing Department
DATE: Tuesday, January 16, 2018

The Winter Warming Shelter has been in operation since Thursday evening, December 21, 2017. Late last week, we concluded the third week of operation of the shelter. I did not get out a report on Friday due to being out of town for my son's wedding, so I am a little late getting this out to everyone. The following is a brief summary report of the highlights of week number three, covering the period from 1/5/18 through 1/11/18.

Attendance: Average nightly attendance is 60 (compared to 38 in Week #1 and 47 in Week #2). Here is the nightly breakdown

1/5: 39 men, 6 women
1/6: 35 men, 8 women
1/7: 46 men, 13 women, 2 children
1/8: 48 men, 11 women, 3 children
1/9: 54 men, 14 women, 2 children
1/10: 57 men, 13 women, 1 child
1/11: 51 men, 14 women, 2 children

The Armory Facility: The National Guard's facilities personnel devoted some resources last week to address the issue related to the non-functioning heating unit. Preliminary reports are that the both heaters are now functioning; however, the extremely loud sound created by the operation of the heaters continues. We will provide further updates as merited.

Family with Children: As indicated previously, the County and social services staff place top priority on finding resources and offering families with children appropriate alternative housing in order to minimize the necessity for them to stay at the WWS. One of the families that has stayed several nights at the shelter this past week, with two children, is a family that has been at the shelter in previous years. This particular family has not

availed themselves of the other housing options that have been offered by the County and social service agencies. Rather, they are residing in the WWS by choice.

Funding Status of the WWS Program: Private monetary donations to the WWS operation are down dramatically compared to previous years, possibly due to the re-direction of voluntary donations to the relief efforts for the Thomas Fire and the Montecito disaster. *Due to the funding situation, we are in danger of not being able to stay open beyond the first few days of March unless we can raise more money.* Our team will re-double our efforts to solicit donations, and that effort begins with a direct appeal to everyone who is receiving this email. Every dollar helps, and you can send a donation to the Downtown Ventura Organization, at P. O. Box 1414, Ventura CA 93002, or go to downtownventura.org and make a donation through PayPal. Please disseminate to others. If you would like to invite us to make a presentation about the WWS to your congregation or other organization, please email me and let me know, so we can schedule something. Thank you.

Volunteer Training: One more WWS volunteer training session will be held on Saturday afternoon, January 27, at the Mission Church in Ventura, beginning at 1:00 p.m. Anyone who wishes to volunteer at the WWS should attend the session.

Shelter Visits: Two members of the City of Oxnard Commission on Homelessness stopped by to visit the shelter last week, and at least one other Commissioner has put in some volunteer shifts. Anyone wishing to visit the shelter to observe the operation first-hand is welcome to do so. Please call Steve Karnazes in advance, in order to schedule a time when you can observe the actual operation (rather than coming at "quiet time" when people are sleeping). Steve will be glad to show you around, introduce staff, and explain the highlights of what goes on at the WWS. You can reach Steve at 805-765-7050. Thank you

Incident this week: There was a fourth incident this past week, regarding behavior of a shelter guest, which resulted in his arrest for battery. This individual, who evidently suffers from serious substance abuse issues, had been red-tagged and excluded last year for similar conduct. The District Attorney will be following up on the case. The individual in question stated that he will be filing a legal complaint against the shelter and DVO, and also contacted my office to indicate that he will be filing a complaint against the city, for having been excluded from the WWS.

As always, we will continue to keep you posted of significant developments. Thank you for all of your hard work and support.

Karl Lawson
Oxnard Housing Department

Lawson, Karl <karl.lawson@oxnard.org>

Winter Warming Shelter Week #4 Report

1 message

Lawson, Karl <karl.lawson@oxnard.org>
 To: "Ramirez, Carmen" <carmen4oxnard@gmail.com>; Oscar Madrigal <oscar.madrigal@oxnard.org>;
 "Castanon, Francine" <fran05292002@yahoo.com>; Yukio Okano <yukio.okano@yahoo.com>;
 "LucyCartagena@yahoo.com" <LucyCartagena@yahoo.com>; "Franciscojaena@yahoo.com" <franciscojaena@yahoo.com>;
 "pegstir1@yahoo.com" <pegstir1@yahoo.com>; Peggy Rivera <warmwinterdays@cloud.com>; Grant Leitchfuss <grant@vpoa.net>; "att@roadrunner.com" <att@roadrunner.com>;
 Jeff Lambert <jlambert@cityofventura.net>; "kevin@downtownventura.org" <kevin@downtownventura.org>;
 Abel Magana <abel@downtownoxnard.org>; Arturo Casillas <arturo.casillas@oxnard.org>; Mark Alvarado <mark.alvarado@oxnard.org>; Kimberly Horner <kimberly.horner@oxnard.org>;
 "Benites, Jason" <JasonBenites@oxnardpd.org>; Kevin Baysinger <kevin.baysinger@oxnardpd.org>; Daniel Cosio <daniel.cosio@oxnardpd.org>; "Daniel Chavez, Jr." <daniel@danielchavezjr.com>

TO: Honorable Members of the Homeless Committee
 Assistant Chief Benites

Commander Baysinger

Abel Magaña, Oxnard Downtown Business Improvement District
 Jeff Lambert, Ventura Community Development Department Director

Kevin Clerici, Downtown Ventura Organization

CC: Kym Horner, Economic Development Director

Arturo Casillas, Housing Director

Mark Alvarado, Homeless Services

FROM: Karl Lawson, Oxnard Housing Department

DATE: Friday, January 19, 2018

The Winter Warming Shelter has been in operation since Thursday evening, December 21, 2017. As of this morning, we concluded the fourth week of operation of the WWS. The following is a brief summary report of the highlights of week number four, covering the period from: 1/12/18 through 1/18.

Attendance: Average nightly attendance this week was 66 (compared to 38 in Week #1; 47 in Week #2; and 60 in Week #3). Here is the nightly breakdown

1/12: 50 men, 15 women, 1 child
 1/13: 43 men, 13 women, 1 child
 1/14: 49 men, 14 women, 2 children
 1/15: 46 men, 16 women, 2 children
 1/16: 53 men, 18 women, 2 children
 1/17: 51 men, 16 women
 1/18: 53 men, 16 women, 3 children

Bus Passes: We have gone through 5000 bus passes already, and are picking up 5000 more from Gold Coast transit today. This is one of our major expenses, and the provision of these bus passes is essential to enable our shelter guests to get to and from the Armony every day.

Vision Exams and Eyeglasses for Shelter Guests: I met this morning with an optometrist from the Santa Barbara-based non-profit organization See International, and they are eager and willing to offer their program to our shelter guests. People can receive a vision exam free of charge (donated by the individual optometrist) and one pair of glasses free (cost covered by See International). I will be obtaining and providing flyers in English

Attachment 2

and Spanish to our WWS staff for distribution to guests. This is a program we tried to get going last year but were unable to do so, and I am very happy we are going to provide it this shelter season.

Funds for WWS Still needed: As we wrote a couple of days ago, private monetary donations to the WWS operation are down dramatically compared to previous years, possibly due to the re-direction of voluntary donations to the relief efforts for the Thomas Fire and the Montecito disaster. **Due to the funding situation, we are in danger of not being able to stay open beyond the first few days of March unless we can raise more money.** Our team will re-double our efforts to solicit donations, and that effort begins with a direct appeal to everyone who is receiving this email. Every dollar helps, and you can send a donation to the Downtown Ventura Organization, at P. O. Box 1414, Ventura CA 93002; or go to downtownventura.org and make a donation through PayPal. Please disseminate to others. If you would like to invite us to make a presentation about the WWS to your congregation or other organization, please email me and let me know, so we can schedule something. Thank you.

Volunteer Training: The next WWS volunteer training session will be held on Saturday afternoon, January 27, at the Mission Church in Ventura, beginning at 1:00 p.m. Anyone who wishes to volunteer at the WWS should attend the session.

We will continue to keep you posted of significant developments. Thank you for all of your hard work and support.

Karl Lawson
 Oxnard Housing Department



Lawson, Karl <karl.lawson@oxnard.org>

Winter Warming Shelter Report, Week #5

1 message

Lawson, Karl <karl.lawson@oxnard.org>
Fri, Jan 26, 2018 at 4:49 PM
To: "Ramirez, Carmen" <carmen4oxnard@gmail.com>; Oscar Madrigal <oscar.madrigal@oxnard.org>; "Castanon, Francine" <fran05292002@yahoo.com>; "Lucy Cartagena@yahoo.com" <LucyCartagena@yahoo.com>; "Francisco Jaena@yahoo.com" <franciscojaena@yahoo.com>; Yukio Okano <yukio.okano@yahoo.com>; Grant Leitchfuss <grant@vpaa.net>; "Benites, Jason" <JasonBenites@oxnardpd.org>; Kevin Baysinger <kevin.baysinger@oxnardpd.org>; Jeff Lambert <jlambert@cityofventura.net>; "kevin@downtownventura.org" <kevin@downtownventura.org>; "Lambert, Jeffrey" <jlambert@cityofventura.ca.gov>; Abel Magana <abel@downtownoxnard.org>; Kymberly Horner <kymberly.horner@oxnard.org>; Mark Alvarado <mark.alvarado@oxnard.org>; "Caruth, Tara" <tara.caruth@ventura.org>; "Russell, Chris" <Chris.Russell@ventura.org>; "atti@roadrunner.com" <atti@roadrunner.com>

TO: Honorable Members of the Homeless Committee
Honorable Members of the Commission on Homelessness
Commander Baysinger
Abe Magaña, Oxnard Downtown Business Improvement District
Jeff Lambert, Ventura Community Development Department Director
Kevin Clerici, Downtown Ventura Organization
CC: Kym Horner, Economic Development Director
Arturo Casillas, Housing Director
Mark Alvarado, Homeless Services
Mark Lawson, Oxnard Housing Department
DATE: Friday, January 26, 2018

The Winter Warming Shelter has been in operation since Thursday evening, December 21, 2017. As of this morning, we concluded the fifth week of operation of the WWS. The following is a brief summary report of the highlights of week number four, covering the period from 1/19/18 through 1/25/18.

Attendance: Average nightly attendance continued to climb, with this week's average being 74 (compared to 38 in Week #1; 47 in Week #2; 60 in Week #3; and 66 in Week #4). Here is the nightly breakdown

1/19: 53 men, 13 women, 3 children.
1/20: 54 men, 16 women, 1 child
1/21: 61 men, 16 women
1/22: 57 men, 15 women, 2 children
1/23: 59 men, 18 women
1/24: 59 men, 18 women
1/25: 55 men, 15 women, 2 children

Placement of Families: This week, Chris Russell of the County Homeless Services division provided a detailed report on how their staff has provided assistance to several families with children who have stayed for one or more nights at the shelter. Some highlights: two families (one with seven members, one with four) were provided with motel stays paid for by the County, and are working with Anna, Jill and other social workers from the County team to try to secure longer-term housing. In another case, the County helped make the connection for a four-member family to stay with a friend. Another family of four are regular shelter guests and have decline assistance and services to explore other housing options. Finally, a chronically homeless couple who had been regular guests at the shelter were successfully placed in stable housing through the County's Permanent Supportive Housing Program – a great example of how providing access and links to services at the Armory itself can truly make a difference. County staff continues to work closely with the WWS staff and the guests, and places top priority on assisting families with children. Our thanks and appreciation to Chris and all of his team members.

Attachment 3

Volunteer Training Saturday: The next WWS volunteer training session will be held tomorrow, Saturday afternoon, January 27, at the Mission Church in Ventura, beginning at 2:00 p.m. Anyone who wishes to volunteer at the WWS should attend the session.

Community Needs Assessment Public Hearing Next Tuesday: The Oxnard City Council will hold a public hearing on Tuesday, January 30, at its 6:00 p.m. meeting, where anyone and everyone can provide input on the community's unmet needs, and recommendations on how federal CDBG and ESG funds should be spent.

Funds for WWS still needed: STEP UP TO THE CHALLENGE! This week the River Community Church congregation came through with a \$1000.00 donation. Your friendly operator Steve Kamazes personally kicked in \$529.00 to pay the for the shelter's trash collection service (way to go, Steve). And the ATTI staff as a group agreed to donate \$25.00 each. *I take that as a challenge to the Oxnard city staff, leaders and the Oxnard homeless advocacy community:* Can we each donate at least \$25.00 to \$100.00? If you can, please send your donation to the Downtown Ventura Organization, at P. O. Box 1414, Ventura CA 93002; or go to downtownventura.org and make a donation through PayPal.

We will continue to keep you posted of significant developments. Thank you for all of your hard work and support.

Karl Lawson
Oxnard Housing Department



Lawson, Karl <karl.lawson@oxnard.org>

Winter Warming Shelter, Week Six Report

1 message

Lawson, Karl <karl.lawson@oxnard.org>

Sat, Feb 3, 2018 at 11:19 AM
To: "Ramirez, Carmen" <carmen4oxnard@gmail.com>, Oscar Madrigal <oscar.madrigal@oxnard.org>, "Benites, Jason" <JasonBenites@oxnardpd.org>, Kevin Baysinger <kevin.baysinger@oxnardpd.org>, Abel Magaña <abel@downtownoxnard.org>, Jeff Lambert <jlambert@cityofventura.net>, "Kevin@downtownventura.org" <kevin@downtownventura.org>, "Castanon, Francine" <fran05292002@yahoo.com>, "Franciscojaena@yahoo.com" <franciscojaena@yahoo.com>, "LucyCartagena@yahoo.com" <LucyCartagena@yahoo.com>, Grant Leitchtuss <grant@vpoa.net>, Yukio Okano <yukio.okano@yahoo.com>, "pegstir1@yahoo.com" <pegstir1@yahoo.com>, Peggy Rivera <warmwinterdays@icloud.com>, Kymberly Horner <kymberly.horner@oxnard.org>, Arturo Casillas <arturo.casillas@oxnard.org>, Mark Alvarado <mark.alvarado@oxnard.org>, "Daniel Chavez, Jr." <daniel@danielchavezjr.com>, "atti@roadrunner.com" <atti@roadrunner.com>, Sandra Troxell <Sandra.Troxell@usw.salvationarmy.org>, "Russell, Chris" <Chris.Russell@ventura.org>, "Carruth, Tara" <Tara.Carruth@ventura.org>

TO: Honorable Members of the Homeless Committee
Assistant Chief Benites
Commander Baysinger
Abel Magaña, Oxnard Downtown Business Improvement District
Jeff Lambert, Ventura Community Development Department Director
Kevin Clerici, Downtown Ventura Organization
Tara Carruth and Chris Russell, County of Ventura
CC: Kym Horner, Economic Development Director
Arturo Casillas, Housing Director
Mark Alvarado, Homeless Services
FROM: Karl Lawson, Oxnard Housing Department
DATE: Saturday, February 3, 2018

The Winter Warming Shelter has been in operation since Thursday evening, December 21, 2017. As of yesterday morning, we concluded the sixth week of operation of the WWS. The following is a brief summary report of the highlights of week number four, covering the period from 1/26/18 through 2/1/18.

Attendance: After five weeks of steady increase in average nightly attendance, Week #6 showed the first decline in shelter usage since our season began. This week's average nightly attendance was 60 (compared to 38 in Week #1, 47 in Week #2, 60 in Week #3, 66 in Week #4, and 74 in Week #5). Here is the nightly breakdown:

1/26: 44 men, 20 women
1/27: 40 men, 17 women, 2 children
1/28: 55 men, 13 women, 2 children
1/29: 45 men, 12 women, 2 children
1/30: 41 men, 12 women, 2 children
1/31: 45 men, 13 women, 2 children
2/1: 38 men, 11 women

Why the drop in shelter attendance? I worked a volunteer shift at the shelter this morning, and took the opportunity to ask the shelter staff and some of the homeless guests about the reasons why the numbers dropped this week. All who I spoke to mentioned two reasons: the weather, and the time of month. First, with the warmer the weather, fewer chronically homeless persons seek out the shelter (and this week has been unseasonably hot). Second, some shelter guests receive income from one source or another at the beginning of the month (or the last few days of the month), and they choose to use those funds to stay in a motel or go to

Attachment 4

some other place for a few days. The homeless guests I spoke to began to name certain individuals who they know are doing this, and predicted that they will return to the WWS within a week or so.

Volunteering: If you haven't had a chance to work a volunteer shift yet, please join in. It is easy, fulfilling and enjoyable. Contact Steve Kamazzas to schedule your shift (either early morning, 5:00 - 7:00 a.m., or evening, 5:30 to 8:00 p.m.).

Annual Point In Time Count to take place on February 22: The annual count of the area's homeless population is scheduled for Thursday, February 22, throughout Ventura County. VOLUNTEERS ARE NEEDED TO ENSURE A COMPLETE COUNT - LOTS OF VOLUNTEERS. If you can help out for couple of hours that morning you will be doing a great service to the homeless community by helping to bring resources to the area to address homelessness. See the attached flyer for information on the volunteer training that will take place on Wednesday, February 14, at 2:30 p.m. at the Oxnard Performing Arts Center. Please spread the word - thanks.

Fundraising: THE CHALLENGE CONTINUES! A few donations came in this week: \$1100.00 from Pastor Jim Duran; and \$1000.00 from the Unitarian Universalist Church in Ventura (kudos to Yukio Okano!). In addition, some staff persons from the shelter and from the City of Oxnard have made donations, and one member of Oxnard City Council sent in \$100.00. If you haven't gotten around to sending in your 10 or 25 or 100 dollars yet, please consider helping out. If you can, please send your donation to the Downtown Ventura Organization, at P. O. Box 1414, Ventura CA 93002; or go to downtownventura.org and make a donation through PayPal.

Thank you for all of your hard work and support, and we will keep you posted on developments.

Karl Lawson
Oxnard Housing Department

Homeless PIT Count Training.pdf
45K

City of Oxnard Homeless Services

2018 HEARTH Emergency Solutions Grant

2018 HESG Program Overview

HEARTH Act of 2009

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) amended and reauthorized the McKinney-Vento Homeless Assistance Act with substantial changes, including:

1. Consolidated three homeless programs into a single grant program;
2. Changed HUD's definition of homelessness and chronic homelessness;
3. Increased prevention and rapid re-housing resources; and,
4. Increased emphasis on performance and continuum-wide coordination.

The law revised the Emergency Shelter Grants program and renamed the program the Emergency Solutions Grants program (HESG).



2018-19 HESG Allocation

Projected HESG funding for 2018-19: \$178,348

Projects \$164,972

Administration \$13,376

Adjustments will be made prorata to all funded projects when City receives the final FY 2018-19 HUD allocation.

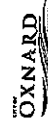


Program Overview (continued)

Applicability and Purpose §576.1

HESG is designed to broaden existing emergency shelter and homelessness prevention activities, emphasize rapid re-housing, and help people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

The stated objectives of the Emergency Solutions Grants Program are to "increase the number and quality of emergency shelters and transitional housing facilities for homeless individuals and families, to operate these facilities and provide essential social services, and to help prevent homelessness."



Categories of HESG-Eligible Activities

- Street Outreach
- Emergency Shelter
- Homeless Prevention
- Rapid Re-Housing
- Homeless Management Information System
- Program Administration



More Detail on Eligible Activities:

Homelessness Prevention & Rapid Re-housing

- Financial Assistance Services (Moving costs, Security deposits, Last month's rent, Utility deposit, Utility payments)
- Services (Housing Search & placement, Housing stability case management, Mediation, Legal services, Credit repair)

Homeless Management Information System (HMIS)

- Hardware, Equipment and Software Costs
- Staffing
- Training & Overhead
- Additional Eligible Costs (only for recipients that also act as the HMIS Lead Agency)

Program Administration



Detail on Eligible Activities:

Street Outreach

- Engagement (Initial assessment, Crisis counseling, Referrals to programs)
- Case Management (Initial evaluation, Counseling, Coordinating services)
- Emergency Health Services (Treatment plan, Health needs, Medical treatment)
- Emergency Mental Health Services (Crisis intervention, Medications)
- Transportation (Public transportation, Transporting client to emergency shelter)
- Services to Special Populations (Homeless Youth, DV, HIV/AIDS)

Emergency Shelter

- Essential Services (Case management, Child care, Education services, Employment assistance & job training, Outpatient health services, Legal services, Life skills, Mental health services, Substance abuse treatment services, Transportation and Services for special populations)
- Shelter Operations (Maintenance, Food, Rent, Furnishings)



ESG Allocation Caps

- No more than 60% of the City's ESG allocation may be used for street outreach and emergency shelter combined (i.e., no more than \$107,009 for those two categories)
- No more than 7.5% of the City's ESG allocation may be used for administration costs (no more than \$13,376)



HESG Definition of Homelessness

....contains way too many words to put on one slide



...but let's try anyway:

Homeless Definition

A person is considered eligible for ESG funding if they meet the definition of homeless. There are four broad categories under the definition of homeless:

- Individuals and families who lack a fixed, regular, and adequate nighttime residence. This includes a subset for an individual who resided in an emergency shelter or a place not meant for human habitation and who is exiting an institution where he or she temporarily resided;
- Individuals and families who will imminently lose their primary nighttime residence;
- Unaccompanied youth and families with children and youth who are defined as homeless under other federal statutes who do not otherwise qualify as homeless under the definition by the U.S. Department of Housing and Urban Development (HUD);
- Individuals and families who are fleeing, or are attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member. For an individual or family to qualify as at risk of homelessness the individual or family must meet two threshold criteria:
 - 1. The individual or family has income below 30 percent of median income for the geographic tract; and
 - 2. The individual or family has insufficient resources immediately available to attain housing stability.
- The individual or family must also exhibit one or more specified risk factors, which include:
 - 1. Being frequently because of economic reasons;
 - 2. Having a history of homelessness;
 - 3. Being evicted from a residence because of economic hardship;
 - 4. Living in a hotel or motel;
 - 5. Living in severely overcrowded housing;
 - 6. Exiting an institution; and
 - 7. Living in housing that has characteristics associated with instability and an increased risk of homelessness.



HESG Reporting

- Mandatory use of HMIS
- Quarterly reports must be submitted to City
 - Due Oct. 15, Jan. 15, April 15.
- Must be accompanied by signed HMIS report
- Annual Report must also be submitted to City
 - Due July 30
- Must be accompanied by signed HMIS report
- E-cart submission



HESG MATCHING FUNDS REQUIREMENT

- ESG subrecipients must make matching contributions to supplement the City's ESG program in an amount that equals the amount of ESG funds provided by the City to them.
- Matching contributions may be obtained from any source, including any federal source other than the ESG program, as well as state, local, and private sources.
- Further requirements refer to Homeless Assistance Program Subrecipient Handbook



HESG Record Keeping

- Program records must be retained for 5 years
- Submission of Invoices
- Quarterly/Annual reporting
- Staff time sheets
- Project monitoring correspondence



CONSOLIDATED PLAN AND ANNUAL ACTION PLAN

- Prepared by the grantee in accordance with 24 CFR Part 91
- Describes needs, resources, priorities and proposed activities to be undertaken with respect to HUD's CPD formula programs (CDBG, HOME, and HESG).
- Currently in final year of 2013-2018 Consolidated Plan
- Information related to the preparation for the Annual Action Plan (FY 2018-19) at <https://www.oxnard.org/city-department/housing/grants-managem ent/>



City of Oxnard Citizen Participation Plan

The Oxnard Citizens Participation Plan, originally adopted by the City Council on October 18, 1994, and modified on July 25, 2000, consists of:

- Public Outreach and Access
- Public Hearings
- Technical Assistance
- Comments and complaints
- Amendments



24 CFR 91.200(c) and 91.215 (f)

City of Oxnard Consolidated Annual Performance and Evaluation Report (CAPER)

CAPER

- Annual report to HUD
- Due within 90 days of the end of the fiscal year
- Summarizes the City's performance for the fiscal year using e-cart
- Includes a description of the resources made available, investment of available resources, geographic distribution and location of investments, families and persons assisted (including the racial and ethnic status of persons assisted), and other actions indicated in the Con Plan and the Action Plan.



Other Federal Requirements for HESG

- Section 3
- Affirmative Outreach
- Uniform Relocation Act: 24 CFR Part 42, 49 CFR Part 24 and HUD Handbook 1378.
- Environmental Review 24 CFR Part 58
- Procurement 24 CFR 570.502, 570.610 and 85.36
- Fair Housing and Equal Opportunity Laws: Section 109 and 570.602. www.hud.gov/offices/fheo/index.cfm
- Desk procedure
- Program policies and procedures



2018-19 HESG Application Process

Application Workshops (February 13th & 15th)

Applications to be submitted to Grants Management no later than February 28th by noon

Submissions reviewed by Application Review Panel

- Panel Consists of:
 - 3 Citizens Advisory Group (CAG) Members
 - 3 City Staff

Interviews conducted by Review Panel (March 13-15, 2018)

Proposed funding allocations expected to be published by March 26, 2018

Recommended projects to Mayor/City Council April 24, 2018 for City Council approval



2018 HESG Application Calendar

Key Dates:

- January 30, 2018: First Public Hearing before City Council on FY 2018-19 Needs Assessment
- February 13 and 15, 2018: Pre-Application Workshops
- February 28, 2018: Applications Due by 12:00 noon
- March 13-15, 2018: Application Review Panel interviews with proposers
- April 24, 2018: Second Public Hearing related to priorities and uses of funds; adoption by City Council of FY 2018-19 application and Annual Action Plan
- May 15, 2018: Deadline for City submission of FY 2018-19 Annual Action Plan to HUD



2018 HESG Application Packet

- Application (One original, 12 copies)
- Project Overview and Information
- Attachments (14, if applicable)

