



AGENDA
REGULAR MEETING
Commission on Homelessness
Monday, October 2, 2017, 3:00 p.m.
Oxnard City Council Chambers, 305 West Third Street, Oxnard CA 93030

1. CALL TO ORDER AND ROLL CALL

2. SWEARING IN OF NEW COMMISSIONERS

3. 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.

4. INFORMATION/CONSENT ITEMS

SUBJECT: Minutes of Special Meeting of August 28, 2017 (001)

RECOMMENDATION: Approve minutes of meeting of August 28, 2017.

5. REPORTS FROM CITY STAFF

SUBJECT: City Council Meeting of September 26, 2017

SUBJECT: Program Planning and Winter of 2017-18

6. NEW BUSINESS

7. COMMISSION BUSINESS

SUBJECT: Sub-Committee Reports

RECOMMENDATION: That the Commission receive reports from the following ad hoc sub-committees; appoint new Commissioners to sub-committees; and provide direction as appropriate:

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

8. ANNOUNCEMENTS OF UPCOMING EVENTS

9. 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.

**City of Oxnard Commission on Homelessness
DRAFT Minutes of the Special Meeting of August 28, 2017**

On Monday, August 28, 2017, at 3:07 p.m. the Special 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, Commissioner Yukio Okano, and Commissioner Grant Leichtfuss. Commissioner Melgoza did not attend. City of Oxnard staff member present was Karl Lawson, Housing Department, who acted as Recording Secretary. Chair Castañon presided.

1. ROLL CALL AND CALL TO ORDER

Chair Castañon called the meeting to order at 3:07 p.m. Roll was called and a quorum was deemed present.

2. PUBLIC COMMENT

None.

3. INFORMATION/CONSENT ITEMS

SUBJECT: Approval of Minutes of Meeting of July 3, 2017

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

4. REPORTS FROM CITY STAFF

SUBJECT: Oxnard Police Department, Vagrancy Issues

Assistant Police Chief Jason Benites and Commander Kevin Baysinger of the Oxnard Police Department addressed the Commission. Chief Benites informed the Commission that the Police Department focuses on vagrancy and unlawful conduct, rather than on homelessness. The Department is currently reviewing potential strategies to address issues related to vagrancy, and seeks public input, particularly from the Commission and from the Oxnard Downtown Improvement District. Chief Benites stated that the Department is looking at best practices utilized in other communities, including the nationally-recognized programs in Santa Barbara, San Luis Obispo, and Santa Monica. In addition, they are examining the current City Code to determine whether existing provisions need to be modified and/or additional ordinances drafted.

Vice-Chair Martinez thanked the Police Department for their work and efforts in this area, and indicated that as Chair of the Safety and Hygiene Subcommittee she welcomed the opportunity to work with the department on developing strategies. Commissioner Okano and Commissioner Leichtfuss, representing the Safe Sleep Subcommittee, also commented and thanked the department for the opportunity to develop a program for the benefit of all.

SUBJECT: Family Promise of West Ventura County

Ms. Ruth Owens made a presentation to the Commission on the progress of the recently-initiated Family Promise program, and with the permission of the Chair, showed an eight-minute video on the program. Ms. Owens responded to questions from the Commission and from staff. She advised that any congregation willing to participate must be able to provide space for up to four families at a time (maximum 14 people) for a period of one week. Congregations must provide bedding and meals, together with a dedicated space for the one-week period, along with access to a kitchen. Following the one-week stay, the family goes to another congregation for an additional week. The goal of the program is to provide stability and assistance to prevent families which recently became homeless from falling into chronic homelessness. Nationwide, the average stay in the program is 63 days.

The West Ventura County Family Promise program is currently seeking additional congregations to participate. An informational and organizational meeting will take place on Thursday, September 7, 2017, at 7:00 p.m. at the Orchard Community Church, 8180 Telephone Road in Ventura. Commission Vice-Chair Martinez invited Family Promise to have a table at the "Make a Difference Day" event in Oxnard Plaza Park on September 30.

SUBJECT: Ventura County Continuum of Care Alliance

Mr. Lawson informed the Commission of recent activities of the Regional Ventura County Continuum of Care (CoC), advising that the proposed funding recommendations for homeless assistance programs would be released in the next few days and would be disseminated to the Commission.

SUBJECT: Program Planning and Winter of 2017-18

Mr. Lawson reported on the status of planning for the 2017-18 Winter Warming Shelter and the on-going search for an appropriate location in the Ventura area. He further advised that the City had received submissions from four architectural firms in response to a Request for Qualifications that the City had issued on the pre-development work related to the proposed expansion of the shelter at 1450 South Rose Avenue, the location of Gabriel's House/The Kingdom Center. Those submissions are currently under review by a panel of City and County building officials and engineers, with the goal of selecting a firm within the next two months.

Mr. Lawson further reported that the City's Human Resources Department had received numerous applications in response to the recruitment for a Homeless Assistance Program Coordinator position. The City expects to interview the top-rated applicants within the next month.

5. New Business

None.

6. COMMISSION BUSINESS

SUBJECT: Sub-Committee Reports

Chair Castañon invited reports from the various sub-committees. Commissioner Okano reported that the Safe Sleep subcommittee has met twice and researched the need for a safe sleep program, and has examined programs that have been implemented in other cities. Community Action of Ventura County has expressed a willingness to conduct a pilot program at its Oxnard facility. The Subcommittee presented a resolution seeking the full Commission's authorization to obtain legal guidance on whether

such a program can be implemented with a Special Use Permit under the existing City Code, or whether it is necessary to amend the Code. Commissioner Leichtfuss moved approval of the resolution, and the motion was seconded by Vice-Chair Martinez.

Vice-Chair Martinez offered an amendment to include in the Resolution a specific reference to Community Action and a possible pilot program. The amendment was seconded by Commissioner Okano. The main motion, as amended, passed unanimously. A copy of the adopted Resolution is attached to these minutes.

Vice-Chair Martinez reported on behalf of the Safety and Hygiene Subcommittee, and her attendance at the August 23 meeting of the Downtown Oxnard Business Improvement District (OBID). She recommended that an invitation be extended to Economic Development Director Kym Horner to meet with the Subcommittee to discuss options on downtown restrooms in particular.

Mr. Abel Magaña, Executive Director of OBID, addressed the Commission. He reported that there is not yet consensus among the downtown merchants on the best approach to dealing with the issue. Mr. Magaña stated that the need for access to restroom facilities must look at two potential groups: the tourists/visitors/shoppers, and the homeless and/or vagrants. He further suggested that improved signage on the availability of existing restroom facilities would be highly advisable.

Vice-Chair Martinez is also a member of the Subcommittee on Increasing Landlord Participation in Housing Voucher programs. She will be meeting with the Oxnard Housing Authority staff responsible for administering the voucher programs.

7. SUBJECT: ANNOUNCEMENTS OF UPCOMING EVENTS

The Commission was informed of the upcoming events:

September 7: Family Promise meeting at 7:00 p.m. at the Orchard Community Church, 8180 Telephone Road, Ventura.

September 19: City Council meeting, 6:00 p.m., Oxnard City Council Chambers. With the resignation of Commissioner Rutter from the Commission, there are now three vacancies on the Commission, and two subcommittees are left without a full quorum. Mr. Lawson reported that the City Clerk has indicated that the City Council meeting of September 19, 2017, will include appointments to fill vacancies on Citizen Advisory Groups. Interested individuals should submit an application to the office of the City Clerk at least one week prior to that meeting.

September 25: Meeting of the City Council's Homeless Task Force Subcommittee, 4:30 p.m., location to be determined.

September 30: Make a Difference Day event at Plaza Park, Oxnard, 11:00 a.m. to 3:00 p.m.

October 2, 2017: Next meeting of the Commission on Homelessness, 3:00 p.m.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 4:16 p.m.

(Minutes prepared by Karl Lawson)

RESOLUTION NO. 2017-01

A RESOLUTION OF THE COMMISSION ON HOMELESSNESS OF THE CITY OF
OXNARD ADOPTING RECOMMENDATION OF THE SAFE SLEEP SUB-COMMITTEE

WHEREAS, the City Council has established the Commission on Homelessness and charged the Commission with advising the City Council on all matters pertaining to homelessness in the City; and

WHEREAS, the powers and duties of the Commission, as set forth in the City Code, include recommending programs, strategies and funding for preventing and reducing the incidence of homelessness in the City; and

WHEREAS, the Commission has established a Safe Sleep Sub-committee to analyze and produce recommendations on the possibility of instituting a program to permit homeless persons to sleep in their vehicles; and

WHEREAS, that Sub-Committee has consulted with numerous entities and has examined the various ways that other jurisdictions have implemented similar programs; and

WHEREAS, Community Action of Ventura County, a non-profit homeless services provider, has proposed conducting a Safe Sleep pilot program at their facility in Oxnard; and

WHEREAS, additional information and legal guidance is needed to determine whether and how the existing City Code might need to be amended to allow for one or more pilot programs to be established; and

WHEREAS, the preliminary recommendation of the Safe Sleep Sub-Committee is that specific assistance is needed for City staff to obtain this information and legal guidance, and the Sub-Committee has requested such assistance.

NOW, THEREFORE, BE IT RESOLVED that the full Commission on Homelessness endorses the recommendation of the Sub-Committee, directs and authorizes the Sub-Committee to meet with appropriate staff for this purpose, and authorizes the Sub-Committee to present the results of those consultations with the City Council Homeless Committee.

PASSED AND ADOPTED THIS 28th day of August, 2017, by the following vote:

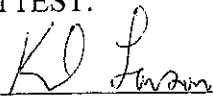
AYES: Commissioners Castañon, Leichtfuss, Martinez, and Okano

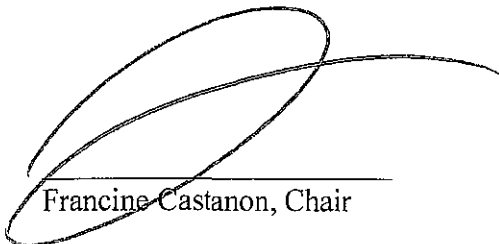
NOES: None

ABSENT: Melgoza

ABSTENTIONS: None

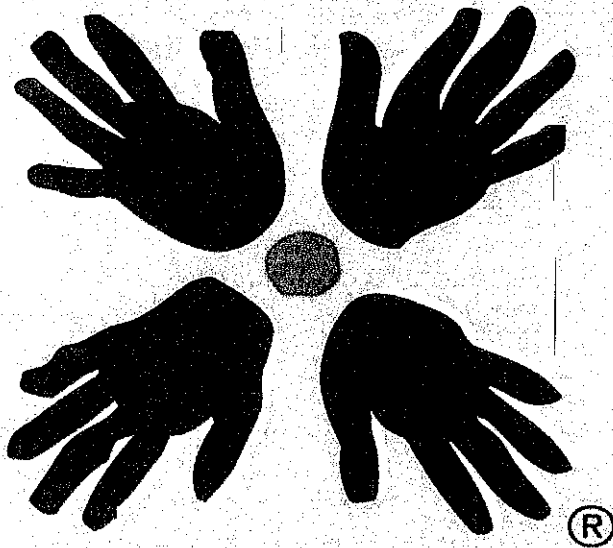
ATTEST:


Karl Lawson, Executive Secretary


Francine Castanon, Chair

MAKE A DIFFERENCE DAY

NATIONAL DAY OF



ANNUAL CHALLENGE

DOING GOOD

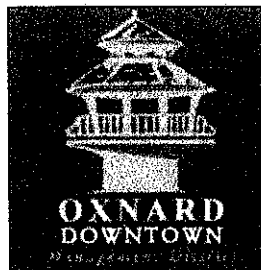
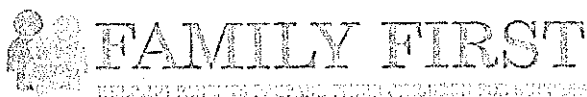
September 30, 2017

MAKE A DIFFERENCE DAY!

Plaza Park 11am - 3pm
500 South C Street

Over a million volunteers are expected to participate in this year's Make a Difference Day, creating the Nation's largest day of Community Service.

Here in the City of Oxnard, in our very own Plaza Park we will be having various organizations that need people like you! It is a celebration of neighbors helping neighbors. Millions of volunteers from across the nation will unite in a common mission to improve the lives of others on Make A Difference Day. It will show that anyone – regardless of age, location or resources – can accomplish amazing things when they take on the problems they see in their community.



Do you need community Service Hours for School, College, Probation, Cal Works, Parole, Homeless Court? Or just want to make a difference???

Come out and sign up to volunteer and make a difference in your community

There will be various organizations to choose from

They say Rome wasn't built in a Day, ... Yet, what a Difference a Day makes!

Does your organization depend on volunteers? Come out and let's connect the volunteers with the organizations!

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Management District

For more information:

Vendor/Sponsors or General questions ~

Please contact:

Lucy Cartagena Martinez

805-814-3748 or

Abel Magana 805-385-2705