



**AGENDA
SPECIAL MEETING
Commission on Homelessness
Monday, August 28, 2017, 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 July 3, 2017 (001)

RECOMMENDATION: Approve minutes of meeting of July 3, 2017.

4. REPORTS FROM CITY STAFF AND INVITED GUESTS

SUBJECT: Oxnard Police Department, Homelessness and Anti-Vagrancy Efforts

SUBJECT: Family Promise of West Ventura County

SUBJECT: Ventura County Continuum of Care Alliance

SUBJECT: Program Planning and Winter of 2017-18

5. NEW BUSINESS

6. COMMISSION BUSINESS

SUBJECT: Sub-Committee Reports

RECOMMENDATION: That the Commission receive reports from the following ad hoc 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

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 July 3, 2017**

On Monday, July 3, 2017, at 3:02 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, Commissioner Yukio Okano, and Commissioner Christine Rutter. Commissioner Grant Leichtfuss was absent with excuse. Commissioners Melgoza and Houchin did not attend. City of Oxnard staff members present were Assistant City Clerk Duane Koziel and 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 3:00 p.m. Roll was called and a quorum was deemed present.

2. PUBLIC COMMENT

Mr. Abel Magaña addressed the Commission in his capacity as the Director of the Oxnard Downtown Business Management District. He spoke about the June 27, 2017 City Council meeting, and the City's proposal to install restrooms in the downtown area. Mr. Magaña indicated that the Downtown District supports restrooms, but that the merchants do not think that the City's particular proposal is appropriate. He urged the Commission to advocate for an interactive process with the downtown merchants, and to consider obtaining restrooms similar to those used by the City of Lodi, California. Mr. Magaña provided copies of news articles about public restrooms in Los Angeles and Lodi, and minutes from the Lodi City Council meeting of March 21, 2017. Those documents are Attachments No. 1, No. 2, and No. 3 to these minutes.

Ms. Peggy Rivera, 1300 E. Pleasant Valley Road, spoke in support of Mr. Magaña's position. She advocated for a collaborative process with respect to the restrooms in the downtown area. Ms. Rivera also recommended that the Commission convey to City Council the urgency of its previous recommendation to fill the position of Homeless Programs Coordinator.

3. INFORMATION/CONSENT ITEMS

SUBJECT: Approval of Minutes of Meeting of June 5, 2017

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

4. REPORTS FROM CITY STAFF

SUBJECT: Ventura County Continuum of Care Alliance

Mr. Lawson provided an update on the activities of the Regional Continuum of Care Alliance (CoC), and advised the Commission that the reported that the CoC was currently in the process of ranking projects for funding for the upcoming year's funding cycle. He further informed the Commission that the quarterly membership meeting of the full CoC was scheduled for Thursday, July 20, 2017.

SUBJECT: Program Planning and Winter of 2017-18

Mr. Lawson reported on aspects of the recently-adopted 2017-18 Fiscal Year City budget, and responded to questions from the Commission with respect thereto. In addition, he reported that the City would this month be issuing a Request for Qualifications for Architectural and Engineering firms for the pre-development work related to the expansion of the shelter at 1450 South Rose Avenue, the location of Gabriel's House/The Kingdom Center.

Vice-Chair Martinez moved that the Commission direct the Chair to send a letter to the City Council requesting that the City hire a grant writer for the purpose of seeking grants for the various homeless-related needs that have been identified by the Commission. She subsequently withdrew the motion and moved that the Chair formally request a meeting with the City Council's Homeless Task Force Subcommittee. That motion was seconded by Commissioner Okano, and carried unanimously.

Mr. Lawson further advised the Commission that the County of Ventura and the cities of San Buenaventura and Oxnard were collaborating on the issuance of a Request for Proposals for the operation of a Winter Warming Shelter for the winter of 2017-18.

Ms. Peggy Rivera and Mr. David Courtland both addressed the Commission on the matter of the Winter Warming Shelter. Ms. Rivera questioned whether there had been distribution of sufficient bus tokens to allow the homeless population of Ventura to go to Ventura. Mr. Courtland recommended that whoever operates the WWS should be required to distribute bus tokens on a fair and equitable basis, and should have sufficient quantities to meet the need.

SUBJECT: Oxnard Police Department Homeless Liaison Team

Oxnard Police Officer Jacob Jundef reported on behalf of the Police Department's Homeless Liaison Team. He noted that not all homeless persons are vagrants, and described his Team's use of an "enforcement-based assistance" approach, designed to match homeless persons with assistance and services that they can benefit from. Officer Jundef reported that in the past week, his officers had re-united three (3) homeless military veterans with their families. He further noted that his Team often has representatives from social service agencies join the officers, to be able to provide assistance and services to homeless individuals.

Officer Jundef also addressed the Commission about the recent publicity regarding the arrest of some homeless individuals who were residing in the Santa Clara River area. He noted that this was not a sweep or a clean-out of an encampment, and that specific individuals who had outstanding warrants were arrested on those warrants. Officer Jundef responded to questions from the Commissioners about the Homeless Liaison Team's operations.

Lawson reported that the Police Officers who specialize on dealing with the homeless population were unable to attend today's meeting, and the invitation will be extended again for another meeting.

5. New Business

SUBJECT: Update on City of Oxnard Housing Element

Mr. Lawson and Commissioner Okano provided a report to the Commission on their appearance, together with Housing Director Arturo Casillas, at the June 15th public hearing in front of the Planning Commission. Commissioner Okano reported that at that meeting, Mr. Lawson, Mr. Casillas, and he had

argued in favor of the Planning Commission including in the Housing Element Update a recommendation that the City explore amending the City Code to allow for so-called "Safe Slee", whereby homeless persons would be permitted to sleep in their vehicles in designated areas. Commissioner Okano noted that while the case was presented well, the Planning Commission determined that it was premature and not appropriate for that to be included in the Housing Element update, unless and until more data was collected and an ordinance had been drafted.

Ms. Peggy Rivera and Mr. Francisco Jaena also addressed the Commission about the Planning Commission action on the safe sleep ordinance. The Commission also discussed possible approaches, including regarding whether the Point-In-Time Count and the HMIS data collection asked homeless persons whether they had a vehicle, or slept in a vehicle. Chair Castañon recommended gathering hard data in order to move forward on this matter,

Vice-Chair Martinez moved that the City look at all options with portable bathrooms in downtown areas. The motion was not seconded, and the Commission took up the matter under "Commission Business" as part of the establishment of sub-committees.

6. COMMISSION BUSINESS

SUBJECT: Establishment of Sub-Committees

Staff directed the Commission's attention to the staff report at page 009 of the meeting agenda packet, and provided a brief verbal report on the operations of sub-committees. Following discussion, the Commission voted to form the following three ad hoc sub-committees:

1. Safe Sleep Ordinance/Program
2. Safety and Hygiene issues associated with the homeless presence in Downtown Oxnard
3. Increasing Landlord Participation in the Housing Choice Voucher and VASH Voucher program for homeless individuals.

Mr. Abel Magaña addressed the Commission on behalf of the Downtown Business Management District. He identified several areas for the second sub-committee to focus on: restrooms; food giveaways; sleeping in public places; disposal of sharps.

The following Commissioners volunteered to serve on the ad hoc sub-committees:

Safe Sleep: Chair Castañon and Commissioner Okano
Downtown Safety and Hygiene: Vice-Chair Martinez and Commissioner Rutter
Landlord Participation in Voucher programs: Vice-Chair Martinez

Mr. Lawson advised that he would communicate with the absent commissioners to ascertain their interest in serving on one or more of the ad hoc sub-committees. Chair Castañon requested that staff attempt to locate the original plans for Plaza Park, in order to determine where the restrooms were located prior to removal.

7. SUBJECT: ANNOUNCEMENTS OF UPCOMING EVENTS

With respect to the August Commission meeting, the normal first Monday date is not available. Staff will coordinate with all Commissioners to schedule a mutually-acceptable date for all.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 4:20 p.m.

(Minutes prepared by Karl Lawson)



TO: Honorable Chair and Commissioners
FROM: Commission on Homelessness
DATE: Karl Lawson, Executive Secretary
SUBJECT: August 24, 2017
Report to Commission on Homeless Division Activities

The following shall summarize recent activities of the Homeless Division:

Resignation of Commissioner Rutter: On August 21, 2017, Commissioner Christine Rutter advised the City that she unfortunately must resign from the Commission due to personal reasons. The City Clerk's office has been notified. The Clerk has scheduled September 19, 2017 as the date to have the Mayor make appointments to fill the vacancies on Citizen Advisory Groups, at the City Council meeting that evening. Staff encourages anyone interested in serving on the Commission to submit an application to the office of the City Clerk.

Expansion of Kingdom Center: On June 19, the City issued a Request for Qualifications for Architectural and Engineering Services. The RFQ sought responses from firms interested in working on accessibility improvements in the existing buildings at The Kingdom Center facility, and for development/construction of another building to expand bed capacity at that site. The deadline for responding to the RFQ was August 23, and four firms submitted responses. Those responses will be reviewed and ranked by a technical panel, and the firms selected as finalists will be invited to tour the site. It is our goal to select and contract with a firm for this work by the end of this year.

Recruitment of Homeless Assistance Program Coordinator: The City's Human Resources Department has received a large number of applications for this position. The City anticipates conducting interviews with the top candidates during the month of September, with the goal of filling the position within a few months.

Oxnard Downtown Business Improvement District: Staff was invited to make a presentation at the August 23 monthly meeting of the Oxnard Downtown Business Improvement District. Attached is a copy of the power point presentation provided at that meeting. Commission Vice-Chair Lucy C. Martinez also attended and addressed the ODID Board on matters involving homelessness, as did Oxnard Police Officer Jacob Jundef. Pastor Sam Gallucci of the Kingdom Center, and Dr. Cynder Sinclair of Community Action of Ventura County also attended the meeting.

Military and Veterans Expo and Job Fair: The Ventura County Military Collaborative is hosting the 6th Annual Military and Veterans Exposition and Job Fair this Saturday, August 26, from 10:00 a.m. to 2:00 p.m. at the Camarillo Community Center. Attached is a copy of a flyer announcing the event.

Continuum of Care Resource Information: The Ventura County Regional Continuum of Care Alliance's "Pathways to Home" program represents another step forward in the implementation of a coordinated entry system for homeless persons who need assistance or seek services. Attached is a flyer for the program, which provides at a glance the contact information for sixteen agencies which provide resources.

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City of Oxnard
Housing Department

Homeless Services Division

Presentation to Downtown Business
Improvement District

August 23, 2017

Presenter:

Karl Lawson
Compliance Services Manager

Mobile Home Rent Stabilization Program
Fair Housing Officer
Code Compliance Appeals Hearing Officer

Interim: Management Analyst
Homeless Services Coordinator

Today's Objectives

Provide information on:

1. Homeless Services provided by the City and by the Oxnard Housing Authority
2. Homeless Services provided by partner agencies
3. Oxnard Commission on Homelessness
4. Current City initiatives re: Homelessness

Homeless Services Provided by the City and the Housing Authority

- City does not provide any direct services to homeless individuals
- Only exception is the Winter Warming Shelter (December to March)
- The Oxnard Housing Authority reserves 15 Housing Choice Vouchers for homeless individuals
- OHA also administers 52 Veterans Affairs Supportive Housing (VASH) vouchers for homeless veterans

Homeless Services Provided by Partner Agencies

- The City receives \$216,508 in federal Emergency Solutions Grant (ESG) funds, which the City sub-grants out to five non-profit homeless services provider agencies
- Of those funds, City can retain 7.5% to cover the administrative costs of administering the grant contracts, monitoring the grantees' performance, and performing required reporting to HUD
- Staff position to perform this work is currently vacant

Partner Homeless Services Agencies

1. Community Action of Ventura County: day services for homeless persons (\$38,143)
2. County of Ventura Homeless Services: Rapid Re-Housing and Homeless Prevention (\$55,000)
3. Turning Point Foundation: emergency shelter for mentally ill homeless persons (\$35,000)
4. The Kingdom Center: emergency and transitional shelter for women/children (\$30,000)
5. Society of St. Vincent de Paul: Street outreach, Rapid Re-Housing, and Homeless Prevention (\$59,554)

Winter Warming Shelter

- Joint operation of City of Oxnard, City of Ventura, and County of Ventura
- Provides safe place to sleep, hot meal, connection to services, for 600+ homeless persons from December through March
- Only open from 6:00 p.m. to 6:00 a.m.
- Not an ideal solution nor a “Best Practice”
- Location for winter of 2017-18 to be determined

City of Oxnard Commission on Homelessness

- A seven-member Citizen Advisory Group appointed by Mayor
- Mission: provide policy recommendations to City Council
- Does not have budget and does not provide services to homeless persons

Current Housing Department Initiatives on Homelessness

- Recruitment to hire Homeless Assistance Services Coordinator
- RFQ for Architectural/Engineering services for possible expansion of The Kingdom Center (new year-round facility for homeless women)
- Site search for possible year-round shelter for chronically homeless
- Collaborate with Ventura and Ventura County on organization/preparation for WWS for winter of 2017-2018

Questions?

6th Annual **MILITARY & VETERANS
EXPO + JOB FAIR**

CAMARILLO COMMUNITY CENTER
1605 BURNLEY ST
CAMARILLO

FEATURING OVER 100 FREE MILITARY & VETERAN BENEFITS AND 30+ EMPLOYERS

PRESENTED BY THE VENTURA COUNTY MILITARY COLLABORATIVE





VENTURA COUNTY
**CONTINUUM OF
CARE ALLIANCE**

ENDING HOMELESSNESS
IN VENTURA COUNTY

Pathways to Home

Starting with just one phone call, the *Pathways to Home* program allows individuals and families to access homeless services through a coordinated process. The program includes a collaborative network of service providers who coordinate and connect people to resources to meet their needs. Any of the providers listed below can assist clients with the intake assessment for referrals through HMIS (Homeless Management Information System). There's no need to call multiple agencies. A phone call to any of the providers listed below is all it takes.

Homeless Individuals & Families

**Community Action of
Ventura County**
(805) 436-4000
621 Richmond Avenue
Oxnard

The Kingdom Center
(805) 487-3400
1450 S. Rose Avenue
Oxnard

The Samaritan Center
(805) 579-9166
280 Royal Avenue
Simi Valley

**Health Care Agency
Homeless Services**
(805) 652-6694
3147 Loma Vista Road
Ventura

Lutheran Social Services
(805) 497-6207
80 E. Hillcrest Drive, #101
Thousand Oaks

St. Vincent de Paul
(805) 754-2089
2000 Cabot Place, Suite C
Oxnard

**Human Services Agency
Homeless Services**
(805) 385-1800
1400 Vanguard Drive
Oxnard

Project Understanding
(805) 231-2299
2734 Johnson Drive, #201
Ventura

**Turning Point
Foundation**
(805) 652-2151 ext.304
536 E. Thompson Blvd.
Ventura

**Human Services Agency
RAIN Transitional**
(805) 383-7505
Camarillo

The Salvation Army
(805) 648-4977
155 S. Oak Street
Ventura

**Ventura County
Behavioral Health**
(805) 981-6830
1911 Williams Drive
Oxnard

Homeless Veterans

**The Salvation Army
Supportive Services for
Veteran Families (SSVF)**
(805) 962-6281 ext.117

**Turning Point Foundation
Veterans Transitional
Housing Program**
(805) 321-0545

Homeless Youth

**Human Services Agency
Homeless Services**
(805) 385-1800

**Interface Children &
Family Services
Youth Outreach Line**
(805) 469-5882

**Clients may also
contact 2-1-1
to reach the
Pathways to Home
program**