



AGENDA
SPECIAL MEETING
Commission on Homelessness
Monday, November 14, 2016, 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 October 3, 2016 (001)
RECOMMENDATION: Approve minutes of meeting of October 3, 2016.
4. **REPORTS FROM CITY STAFF**
SUBJECT: Alternatives to Winter Warming Shelter
5. **OLD BUSINESS**
SUBJECT: Ad Hoc Subcommittees
RECOMMENDATION: That four Ad Hoc Subcommittees be established and at least two Commissioners be appointed to each Subcommittee.
6. **STUDY SESSION**
SUBJECT: Exploration of Year-Round Options for Shelter and Services for the Homeless
RECOMMENDATION: That the COH conduct a Study Session and provide direction for subsequent action on year-round options for shelter and services for the homeless.
7. **COMMISSION BUSINESS**
8. **ANNOUNCEMENTS OF UPCOMING EVENTS**
9. **ADJOURNMENT**

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**City of Oxnard Commission on Homelessness
DRAFT Minutes of the Regular Meeting of
October 3, 2016**

On Monday, October 3, 2016, at 3:01 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, and Commissioners Sue Brinkmeyer, David Courtland, Francisco Jaena, and Yukio Okano. Vice-Chair Lucy Martinez and Commissioner Darlene Miller-Gonzalez were absent with excuse. City of Oxnard staff members present were Arturo Casillas, Director of the Oxnard Housing Department; and Karl Lawson, Housing Department, who acted as Recording Secretary. Chair Castañon presided.

1. ROLL CALL

Roll was called and a quorum was deemed present.

2. PUBLIC COMMENT

None.

3. INFORMATION/CONSENT ITEMS

SUBJECT: Approval of Minutes of Special Meeting of September 19 and 26, 2016

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

4. REPORT FROM CITY STAFF

SUBJECT: Alternatives to Winter Warming Shelter

Mr. Lawson advised the Commission that the Oxnard City Council agenda for October 4, 2016 included an item related to shelter for the upcoming winter. Chair Castañon presented a draft statement to be read by her to the Council, and requested that copies of the Commission's Resolution No. 2016-06 be disseminated at that time. Following discussion, the Commission endorsed the statement. Commissioner Courtland and Commissioner Brinkmeyer indicated that they also intended to address Council on the matter.

The Chair invited public comment on the item. Mr. Bert Perello, Oxnard City Council member, addressed the Commission, thanking them for their service and urging the full Commission to appear when addressing the Council. Mr. Perello also advised the Commission of the importance of the election for the positions of City Treasurer and City Clerk, and invited the Commission and members of the public to attend the forum for candidates for those positions to be held on October 5, 2016 at 6:00 p.m. at the Performing Arts Center.

Ms. Tara Carruth of the County Executive Office, staff support for the Regional Continuum of Care Alliance (CoC), also addressed the Commission. She advised that in 2015-16, the County Board of Supervisors had allocated \$104,000 to assist with the Winter Warming Shelter, but that no request for

funding had been received for the winter of 2016-17. Ms. Carruth indicated that the County and the CoC generally favor more dispersed, year-round shelters, with access to services.

Ms. Peggy Rivera, former Chairwoman, addressed the Commission next. She urged the City to identify sources of funding for the effort to utilize the Community Action of Ventura County facility as a shelter and to expand The Kingdom Center for women and children.

Pastor Sam Gallucci of The Harbor Church and The Kingdom Center (TKC) addressed the Commission. He indicated that the Harbor Church was willing to invest \$450,000 at the TKC site if the city were to allow the new facility to be used as a church when it is not being used as a shelter for homeless persons.

Mr. Arturo Casillas, Director of the Housing Department, addressed the Commission about the staff recommendation to be presented to City Council at the meeting of October 4, 2016. He stated that a primary challenge to the utilization of the CAVC site is the fact that the Fire Department has not approved the use of the building for use as sleeping quarters due to its location in next to certain industrial/chemical facilities. Mr. Casillas responded to questions from Commissioners on both the short-term and long-term efforts to provide shelter for homeless persons.

5. OLD BUSINESS

SUBJECT: November 2016 Commission Meeting

The Chair reiterated her proposal that the November 2016 Commission meeting be scheduled as a study session, with invitations to participate extended to planning staff as well as to the Fire Department. She recommended that the topics covered in the study session should include an exploration of year-round shelter options, identification of SB-2 zones, identification of other sites suitable for homeless shelters in accordance with the City's General Plan, fire restrictions, and possible expansion of services.

The Commission discussed topics to be discussed, and inquired as to when the Housing Element update would be presented for public review. Mr. Lawson indicated that Dr. Chris Williamson had requested contact information for the Commission on Homelessness in order to invite them to the public workshop which will be held in late October. Mr. Lawson indicated that he would ensure that the Commission is advised in advance of the exact date and time of that workshop when it is determined.

Staff proposed, and the Commission agreed, that the title of the study session should be broad, and suggested "Exploration of Year-Round Options for Shelter and Services for the Homeless." With respect to the date of the meeting, the Commissioners present indicated that they were available on either Monday, November 7 or Monday, November 14. Mr. Lawson will ascertain the availability of the absent members of the Commission and advise the Chair so as to select a date which is convenient to as many Commissioners as possible.

6. COMMISSION BUSINESS

SUBJECT: Ad Hoc Subcommittees

The Chair proposed that the Commission consider establishing the following three Ad hoc Subcommittees: (1) Status and history of SB-2 zones, and how those designations have changed over the years; (2) Outreach and recruitment of more landlords to participate in the Oxnard Housing Authority's Section 8 Housing Choice Voucher Program; and (3) Review of the Commission's By-laws, Structures and Procedures.

Commissioner Brinkmeyer proposed the establishment of a sub-committee to work with the faith communities on programs and capacities by which congregations can provide services to homeless persons. She proposed that it be called "Building Bridges with the Faith Community."

Commissioner Okano inquired about acquiring orientation on the roles and programs offered by various governmental agencies that provide services to the homeless community. Mr. Lawson and Ms. Carruth indicated that the umbrella organization of the Continuum of Care, as the forum and gathering point for efforts throughout the County, welcomes participation by members of the Commission.

Following Board discussion, the Chair asked staff to send out the list of the proposed ad hoc sub-committees to all members of the Commission, and ask Commissioners to indicate which sub-committees each would like to work on. Appointments to sub-committees will be made at the November meeting.

8. ANNOUNCEMENTS OF UPCOMING EVENTS

Mr. Lawson invited all members of the public to attend the "Make a Difference Day" event to take place in Plaza Park on October 22, 2016.

Ms. Peggy Rivera announced that the location of the October 5, 2016 Candidate Forum featuring candidates who are seeking the offices of City Treasurer and City Clerk will be at the Performing Arts Center, and that the time of the event is 6:00 p.m.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 3:56 p.m.

(Draft Minutes prepared by Karl Lawson)