

**City of Oxnard
Commission on Homelessness
Minutes of the Regular Meeting of
June 8, 2015**

On Monday, June 8, 2015, at 4:36 p.m. the Special Meeting of the Commission on Homelessness convened in the Oxnard City Council Chambers, 305 West Third Street, Oxnard, CA 93030. The following Commissioners were in attendance: Chair Peggy Rivera; Vice-Chair Felipe Flores; and Commissioners Susan Brinkmeyer, Francine Castañon, Francisco Jaena, and Darlene Miller Gonzalez. Commissioner Lucy Martinez was absent with excuse. City of Oxnard staff members present were Karl Lawson, interim Homeless Services Program Manager, Oxnard Housing Department; and Peter Brown, from the Office of the City Manager. Mr. Lawson acted as Executive Secretary.

1. ROLL CALL

Roll was called and a quorum was deemed present.

2. PUBLIC COMMENT

None.

3. INFORMATION/CONSENT ITEMS

None.

4. REPORTS FROM CITY STAFF

Mr. Brown provided a verbal report on the efforts related to the removal and clean-up of the encampment off of West Fifth Street by the canal continue. The probable target date for removal is late July. Mr. Brown also described the anticipated actions related to the evacuation date and the offers of assistance for those to be removed. Chair Rivera inquired about whether a military veteran who is living in the encampment would be receiving a VASH voucher. Mr. Brown indicated that the Veterans Administration caseworker had made contact with that individual, and had informed the City that any information related to that individual was confidential. Ms. Karol Schulkin, of the County of Ventura, also provided information on the services available to the displacees. Commissioner Brinkmeyer suggested that the City utilize a phrase other than "Safe and Clean Initiative" when describing programs related to homelessness, a suggestion that was echoed by other Commissioners.

5. OLD BUSINESS

SUBJECT: ESTABLISHMENT OF AD HOC SUB-COMMITTEES

The Commission continued the discussion that had commenced at the Planning Retreat of May 20, 2015, with specific focus on establishing sub-committees to carry out the Commission's objectives. Commissioner Brinkmeyer moved that the Commission establish three Sub-Committees, as follows: Housing and Sheltering; Outreach and Communications; and Coordinated Services. Chair Rivera seconded the motion.

The Commissioners engaged in an extensive discussion on possible ways to organize the Sub-Committees' areas of responsibility, appropriate names for each Sub-Committees, and definition of the scope of interest of each Sub-Committee. At the conclusion of this discussion, Commissioner Brinkmeyer accepted a friendly amendment to her motion (accepted by Chair Rivera, who had seconded the original motion). The amended motion called for the following three sub-committees to be established, with the primary initial scopes of interest corresponding to each as indicated hereinbelow:

Sub-Committee on Housing and Sheltering: promotion of the development of extremely affordable housing; monitor affordable housing developments in the pipeline; and efforts related to short-term sheltering (e.g., Winter Warming/Weather-Triggered Shelter; Community Action of Ventura County proposal; and similar initiatives).

Sub-Committee on Community Outreach and Communications: public information; brochures/cards/website development; gathering from and dissemination to the homeless community and service provider community on services, programs and events; COH role in annual Point-In-Time count.

Sub-Committee on Coordinated Services: develop comprehensive list/matrix of services that exist; identify gaps; strategies for effective government social services, private services, and faith-based services.

In addition, each of the Sub-Committees is authorized to refine its scope of interest/responsibilities by adding other duties as determined by the Sub-Committee which are consistent with that Sub-Committee's work.

The question was called, and the motion passed unanimously. The Commission continued with a discussion of the ways the Sub-Committees could operate. Each Commissioner spoke regarding which Sub-Committee he or she wished to serve on. At the conclusion of that discussion, Chair Rivera made the following appointments:

Housing and Sheltering: Commissioners Castanon, Jaena, and Miller-Gonzales.

Community Outreach and Communications: Commissioners Flores, Miller-Gonzalez, and Rivera

Coordinated Services: Commissioners Brinkmeyer, Martinez, and Rivera.

Chair Rivera moved consent of the entire Commission for these appointments. Commissioner Brinkmeyer seconded the motion, which carried unanimously. Each Sub-Committee was encouraged to meet and report back to the full Commission at the next meeting with recommendations regarding proposed activities and timelines for accomplishment. The objective is to establish benchmarks, with deadlines that allow for the Sub-Committee's tasks to be completed in less than one year.

6. NEW BUSINESS

SUBJECT: AGENDA ITEMS FOR NEXT COMMISSION MEETING

Members of the Commission suggested that the following items be placed on the agenda for the Commission meeting of July 6, 2015: Report on Oxnard Housing Authority evictions; report on availability of grant funding for Oxnard Housing Authority initiatives and workshops; status of weather-triggered sheltering programs; Planning update on CAVC proposal; report on Ten-Year Strategy to End

Homelessness; report on City of Oxnard Budget related to Homeless Services staff positions; and establishment of regular meeting time.

Commissioner Brinkmeyer moved that the meeting time for the July 6 Commission meeting be set at 3:30 p.m. Commissioner Castanon seconded the motion, which carried unanimously.

7. ADJOURNMENT

There being no further business, Chair Rivera declared the meeting adjourned at 6:04 p.m.

(Draft Minutes prepared by Karl Lawson)