



AGENDA
SPECIAL MEETING OF THE COMMISSION ON HOMELESSNESS

Wednesday, June 19, 2019, 6:00 p.m.
Oxnard City Council Chambers
305 West Third Street, Oxnard CA 93030

1. CALL TO ORDER

2. NEW BUSINESS

SUBJECT: Installation of Commission Members.

RECOMMENDATION: That the City Clerk administers the Oath of Office to the newly appointed COH members.

SUBJECT: Election of 2019 Chair and Vice Chair.

RECOMMENDATION: That the Commission selects a Chair and Vice Chair.

3. PUBLIC COMMENT

A person may address the Commission only on matters appearing on the Special Meeting agenda. The presiding officer shall limit public comments to three (3) minutes per speaker. Public comments will be heard during Commission consideration of the item on the agenda.

4. INFORMATION/CONSENT ITEMS

SUBJECT: Minutes of Special Meeting of April 2, 2019 (001)

RECOMMENDATION: Receive minutes of meeting of April 2, 2019.

5. REPORTS FROM CITY STAFF

SUBJECT: Presentation from Housing Director

RECOMMENDATION: Receive report from Oxnard Housing Director Emilio Ramirez on Department objectives and the role of the Commission on Homelessness.

SUBJECT: Amended By-Laws of the Commission on Homelessness

RECOMMENDATION: Receive staff report on recent amendments to the By-laws of the the Commission on Homelessness.

SUBJECT: Program update from Homeless Assistance Program Coordinator

RECOMMENDATION: Receive report on Homeless Services Division Activities; Temporary Emergency Shelter; and year-round sheltering operations.

6. COMMISSION BUSINESS

SUBJECT: Establishment of Commission Meeting Schedule Date and Time

RECOMMENDATION: That the Commission adopt a meeting schedule for the remainder of 2019, including designation of a regular time for meetings.

7. NEW BUSINESS

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 contact the office of the City Clerk at (805) 385-7803. 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 April 2, 2019**

On Tuesday, April 2, 2019, at 3:14 p.m. the Special Meeting of the Commission on Homelessness convened in the City of Oxnard Human Resources Activity Room, at 300 West Third Street, Oxnard, CA 93030. The following Commissioners were in attendance: Chair Francine Castañon, Vice-Chair Lucy Cartagena Martinez, Commissioner Peggy Rivera, Commissioner Yukio Okano, and Commissioner Francisco Jaena. Ms. Tara Carruth was present on behalf of the County of Ventura. City of Oxnard staff members present were Mark Alvarado, Homeless Assistance Program Coordinator; Terrell Harrison, Interim Director, Recreation and Community Services Department; and Karl Lawson, Commission liaison, who acted as Recording Secretary. Chair Castañon presided.

1. ROLL CALL AND CALL TO ORDER

Chair Francine Castañon called the meeting to order at 3:14 p.m., and chaired the meeting. Roll was called and a quorum was deemed present.

2. PUBLIC COMMENT

Mr. Lang Martinez addressed the Commission, and related his experience as a homeless individual who has participated in recovery and sober living programs. Mr. Martinez expressed his support for all efforts to help homeless individuals, and offered his services to the community.

3. INFORMATION/CONSENT ITEM

SUBJECT: Approval of Minutes of Meeting of February 4, 2019

Commissioner Rivera moved approval of the minutes as distributed, and Commissioner Okano seconded the motion. The motion carried unanimously.

4. REPORTS FROM CITY STAFF

SUBJECT: Homeless Division Program Update

Mr. Mark Alvarado, Homeless Assistance Program Coordinator, and Karl Lawson, Housing Department Compliance Services Manager, updated the Commission on the operation of the Temporary Emergency Shelter (TES). To date, 394 homeless persons have stayed at the TES, with 260 identifying Oxnard as their home city, and 78 naming Ventura as their home. An average of 99 persons per night have stayed at the shelter, which has a maximum capacity of 110 persons. Mr. Alvarado provided detail on both the Foul-Weather Shelter and the TES operations, and noted that ten (10) beds are reserved each night for drop-offs from local law enforcement agencies. Staff responded to questions and comments from the Commission.

Ms. Tara Carruth, of the County of Ventura Continuum of Care (CoC), provided a verbal report to the Commission on the recently-concluded Point-in-Time Count (PIT), which was conducted on January 22, 2019. She advised the Commission that the CoC had published the PIT report, and that it shows

an increase in homeless persons counted across Ventura County, from 1299 in 2018 to 1669 this year. Oxnard's count increased from 335 to 548, primarily due to a more effective enumeration system and a better-organized effort. Ms. Carruth responded to questions from the Commission.

Mr. Alvarado also reported on the March 26, 2019 meeting of the Oxnard City Council's Housing and Economic Development Committee discussion of homeless issues, and the recommendation of the City Manager's office to direct funding to advance the establishment of a Safe Sleep program. He further informed the Commission of the upcoming Town Hall meeting on "Humanizing the Homeless" on May 9, an effort organized by Cal State University-Channel Islands and sponsored by the City of Port Hueneme.

Mr. Alvarado also addressed the City's continuing efforts to identify a site for a permanent year-round shelter, noting the challenges related to funding and neighborhood support, along with zoning and permitting issues.

As a follow-up to the presentation on the "Housing First" concept by the City Manager at the Commission's February meeting Mr. Lawson reported that the City Manager will be presenting his report on that proposal to the City Council on April 16, 2019, and encouraged the Commissioners and the homeless advocacy community to attend.

5. COMMISSION BUSINESS

SUBJECT: 2019-20 Federal Grants Application Process

The Commission was advised that the funding recommendations for the 2019-20 entitlement grant funding cycle would be published at a later date in April, and are scheduled to be presented to the City Council on May 2nd or 21st.

SUBJECT: Commission By-Laws

Mr. Lawson informed the Commission that the City Council would be presented in the coming weeks with a recommendation that would address the by-laws of all Citizen Advisory Groups (CAGs). Staff will keep the Commission apprised of when that matter will be presented to the City Council, and the substance thereof.

SUBJECT: Reports of Commission Sub-Committees

Vouchers: Commissioner Rivera reported that she and Vice-Chair Cartagena Martinez had met with Oxnard Housing Authority Program Manager Brenda Lopez on the implementation of the Section 8 Housing Choice Voucher program. Commissioner Rivera noted that she had requested information regarding the allocation of vouchers at the Gateway Apartments, and that preference for use of those vouchers should go to Oxnard residents or people who work in Oxnard.

6. NEW BUSINESS

Commissioner Okano expressed support for the recent announcement that initiating a Safe Sleep program is receiving support from the City Manager and Council committee.

7. SUBJECT: ANNOUNCEMENTS OF UPCOMING EVENTS

The Commission was informed of the upcoming events:

Sunday, April 7, 2019:	Mixteco Community Presentation, 11:30 a.m., at the Unitarian Universalist Church in Ventura
Tuesday, April 16, 2019	Oxnard City Council Meeting, 6:00 p.m.; agenda will include presentation on "Housing First" program.
Wednesday, May 9, 2019:	"Humanizing the Homeless" Town Hall and movie premiere, 3:00 p.m., Oxnard Performing Arts Center.

8. ADJOURNMENT

There being no further business, the meeting stood adjourned at 4:35 p.m.

(Minutes prepared by Karl Lawson)