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**SPECIAL MEETING AGENDA
COMMISSION ON HOMELESSNESS**

Monday, May 17, 2021, 4:00 p.m.

Oxnard City Council Chambers
305 West Third Street, Oxnard CA 93030

Join Zoom Meeting

<https://zoom.us/j/95681905186?pwd=dnJ0OWI4Z2pJYmZJWUEwY043c2RLZz09>

Meeting ID: 956 8190 5186

Passcode: 957202

+16699009128

This meeting is held pursuant to the State Emergency Services Act, the Governor's Emergency Declaration, and Governor's Executive Order N-29-20 to allow members of the Commission on Homelessness, or staff to participate via teleconference.

As a precautionary measure to help slow the spread of COVID-19, the facility where this meeting is being held is temporarily closed to the public. Contact Angelica Navarro at (805) 385-8096 or at angelica.navarro@oxnard.org for information on participating in this meeting no later than 3:00 p.m. on May 17, 2021.

1. CALL TO ORDER AND ROLL CALL

a. Swearing of Commissioner Jack Villa

2. PUBLIC COMMENT At a special meeting, a person may address the Commission only on matters appearing on the agenda. The presiding officer shall limit public comments to three (3) minutes. Unless otherwise approved by the Commission, persons wishing to speak on items on the agenda should do so during Public Comments.

3. INFORMATION/CONSENT ITEMS

SUBJECT: Minutes of Meeting of April 5, 2021

RECOMMENDATION: Approve minutes of meeting of April 5, 2021.

4. NEW BUSINESS:

a. **SUBJECT:** Director's Update

RECOMMENDATION: Receive and File

b. **SUBJECT:** Sub Committees

RECOMMENDATION: That the Commission determine which Ad Hoc Sub-Committees it wishes to establish, and appoint no more than three (3) Commissioners to serve on each sub-committee.

Please click the following link to view the required Measure M prerecorded presentation video:

https://www.youtube.com/watch?v=2ogT_hGpslo

c. **SUBJECT:** Vocational Program

RECOMMENDATION: That the Commission receive, file, and support plans for a Vocational Training Program.

Please click the following link to view the required Measure M prerecorded presentation video:

<https://www.youtube.com/watch?v=WDsUXzGX6pA>

d. **SUBJECT:** Housing First

RECOMMENDATION: That the Commission receive, file and support plans for the Housing Department staff to launch the development of a 10-year Housing First Plan for the City of Oxnard.

Please click the following link to view the required Measure M prerecorded presentation video:

<https://www.youtube.com/watch?v=1HQGFamIeO0>

5. **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 385-8096 (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 MEETING MINUTES
April 5, 2021

On Monday, April 5, 2021, at 4:08 p.m. the Meeting of the Commission on Homelessness convened remotely via Zoom. Peggy Rivera, Chair, called the meeting to order at 4:25 p.m.

1. CALL TO ORDER

- a. Present: Vice-Chair Yukio Okano; and Commissioners, Ruby Durias, Rene Camper-Stewart, Alejandro Fregoso, David Littell (who joined the meeting at approximately 4:30 p.m.)
- b. Staff members present: Emilio Ramirez, Housing Director; Jessica Petrillo, Homeless Assistance Program Coordinator; Karl Lawson, Compliance Services Manager; and Angelica Navarro, Administrative Secretary III

2. PUBLIC COMMENT

- a. Abel Magana- Mr. Magana commended Housing Director Ramirez and the Commission for the Homeless Solution Center.
- b. Douglas Partello-: Mr. Partello addressed the Commission on the matter of people living in RVs, cars, and trailers, noting that Santa Barbara had designated an overnight parking lot for this purpose. He expressed his concern that the current "Whack-a-Mole" approach was not a solution. Mr. Partello also posed inquiries about the proposed Homeless Solution Center, including the cost of the shuttle service; whether the \$34.5 million return of the utility funding might impact the City's cost for the HSC; Measure "O" funding; and the City's reserve funds.

3. INFO/CONSENT

- a. Commissioner Ruby Durias made a motion to approve the minutes of the March 22, 2021 Special Meeting, second by Commissioner Littell. A vote was taken and the motion passed without opposition.

4. NEW BUSINESS

a. Director's Update

Mr. Ramirez addressed the Commission on matters, including the Vagabond Inn, which is now in operation as a non-congregate shelter. Added component to the Vagabond and that is a Recuperative Care function, done by the National Health Care Foundation. Twenty beds are dedicated to this function. The shelter and the recuperative care beds are funded by County, State funds.

b. Commission on Homelessness Mission Statement

David Littell made a motion to adopt the Mission Statement as presented, second by Commissioner Durias. The motion passed without objections and the Mission Statement was adopted.

5. ADJOURNMENT

Next meeting is on May 3, 2021. The meeting was adjourned at 5:04 PM

TO: Commission on Homelessness

FROM: Karl Lawson, Housing Department

DATE: May 17, 2021

SUBJECT: Establishment of Ad Hoc Sub-committees

RECOMMENDATION

That the Commission determine which Ad Hoc Sub-Committees it wishes to establish, and appoint no more than three (3) Commissioners to serve on each sub-committee.

BACKGROUND

The Commission on Homelessness was established by the City Council, with powers and duties set forth in Chapter 2-129 of the City Code. The primary charge of the Commission encompasses advising City Council on matters pertaining to homelessness, and recommending programs, strategies and funding for preventing and reducing the incidence of homelessness in the City.

A quorum for the conduct of Homeless Commission business is four (4) Commissioners. The City Attorney has advised that in furtherance of its work, the Commission may establish one or more ad hoc sub-committees, provided that no sub-committee consists of more than three Commissioners. Three Commissioners may meet as a sub-committee at any time and place, but if four or more Commissioners were to convene, such meeting would be considered a meeting of a quorum of the full Commission, and thus be subject to the requirements of the California public meetings law known as the Brown Act. In addition, the City Attorney has advised that any ad hoc sub-committee may be established provided that its tenure of existence is less than one year.

The Commission has historically established ad hoc sub-committees for the purpose of exploring particular topics in depth, and reporting back to the Commission as a whole.

Staff recommends that the Commission discuss and propose ad hoc sub-committees as the Commission deems advisable to establish. Following discussion, the Chair may appoint, with the consent of the Commission, sub-committees that must consist of at least two (2) but no more than three (3) Commissioners. A Commissioner may serve on more than one sub-committee.

Based on discussions at recent Commission meetings, staff recommends that the Commission consider the following as possible options for sub-committees:

1. Foul Weather/Winter Shelter
2. Safe Sleep/Safe Parking
3. Housing First Strategy

4. Commission "Signature Event"

The Commission may establish sub-committees to address other matters consistent with the powers and duties of the Commission as set forth in the City Code. While there is no limit on the number of sub-committees that may be established, staff encourages the Commission to create and to focus their efforts on a small number of working sub-committees. This is because experience has shown that in order for a sub-committee to be effective and successful, a considerable dedication of time is required by the Commissioners serving on the sub-committee.

(end)

DATE: May 17, 2021

TO: Commission on Homelessness

FROM: Emilio Ramirez, Housing Director, (805)385-8094, emilio.ramirez@oxnard.org

SUBJECT: Vocational Training Program Pilot

RECOMMENDATION

That the Commission on Homelessness:

Receive, file and support plans for a Vocational Training Program.

BACKGROUND

The Housing Department is planning to launch a vocational program pilot that combines housing and supportive services for previously homeless individuals to enter the workforce and increase housing stability.

Moving from homelessness to housing comes with its own challenges that include learning the skills and responsibilities of being a tenant, managing potential mental health issues including trauma from being homeless, and working towards greater stability through employment.

By coordinating with housing, case managers, employment supports and program participants, tenants who have previously experienced homelessness can simultaneously work through their individual housing, health and employment goals in a program that engages participants in job preparation, training, and real paid work.

PROGRAM OVERVIEW

The vocational pilot program will offer 5-10 previously homeless individuals who now receive housing or rent vouchers from the City of Oxnard's Housing Department additional supports through the Ventura County Workforce Development Board (WDB)/Adult Family Services - Career Services to aid their entry to the workforce and increase housing stability.

The City of Oxnard Housing Department will identify 5-10 individuals to participate and will provide job opportunities to the WDB/Adult Family Services-Career Services within the Housing Department. The WDB will prepare participants for enrollment, assess participants and explore work they are interested in pursuing. The WDB will also identify potential jobs in the competitive market for participants and provide follow up services to participants for 12 months after exit.

Both the Housing Department and Workforce Development Board will meet regularly to conduct

case conferencing. Case conferencing will also include the participant's case worker. The work experience in this program will consist of real paid work but will be supportive in order to provide learning experiences for participants who are new or returning to the workforce.

By providing vocational training, case management, and coordination with housing it is the hope that this program will prepare participants to enter the workforce, provide real paid work experience, improve housing stability and support participants on a path to long term/permanent employment.

ATTACHMENTS

1. Draft Operational Agreement
2. Presentation



**Operational Agreement between the City of Oxnard and Ventura County Workforce
Development Board/Adult Family Services-Career Services for the Vocational Pilot Program**

PURPOSE

The vocational pilot program will offer 5-10 previously homeless individuals who now receive housing or rent vouchers from the City of Oxnard's Housing Authority additional supports through the Ventura County Workforce Development Board (WDB)/Adult Family Services-Career Services to aid their entry to the workforce and increase housing stability. The program is designed to address challenges people face moving from homelessness to housing, including learning the skills and responsibilities of being a tenant, managing potential mental health issues including trauma from being homeless, and working towards greater stability through employment. By coordinating with housing, case managers and employment supports, tenants who have previously experienced homelessness can simultaneously work through their individual housing, health and employment goals in a program that engages participants in job preparation, training, and real paid work.

This Partnership Agreement is entered into by the City of Oxnard Housing Department and the Ventura County Workforce Development Board/Adult Family Services-Career Services. The purpose of this Operational Agreement is to set forth expectations and responsibilities of each partner organization for administering this program.

GENERAL PROVISIONS

The City of Oxnard Housing Department will:

1. Identify 5-10 individuals who were previously homeless and now receive housing or rent vouchers from the City of Oxnard's housing program to participate in the program.
2. Provide assistance to participants through the Homeless Assistance Program Coordinator to find a case manager if they do not already have one.

3. Coordinate with the WDB/Adult Family Services-Career Services to determine jobs that meet both the needs of the Housing Department and the program participant.
4. Provide job opportunities to the WDB/Adult Family Services-Career Services within the City of Oxnard, particularly the Housing Department.

The Ventura County Workforce Development Board/Adult Family Services-Career Services will:

1. Prepare participants for enrollment in the Workforce Innovation and Opportunity Act (WIOA) Title I Program.
2. Assess participants to explore of types of work they are interested in pursuing and create individual training accounts (ITA), as necessary.
3. Work with the participants to find employment within the City of Oxnard Housing Department, other city departments, City Corps, or outside of the city government.
4. Identify potential jobs in the competitive market for participants, including assessing individualized options that may include on the job training (OJT).
5. Provide follow-up services to participants for 12-months after exit.

All partner agencies will:

Meet regularly to conduct case conferencing. Formal case conferencing sessions will take place once per month. Discussions between partners regarding the program and participant status may take place in between case conferencing meetings.

TERMS OF AGREEMENT:

This Operational Agreement shall be effective upon adoption by each signatory agency and entity. The program will run for the duration of 1 year from launch of the program. The launch of the program will be considered the date of the first case conferencing session.

This Operational Agreement shall be reviewed and revised as needed to further implementation of strategic and long-term goals of the project.

This Operational Agreement can be expanded, modified or amended as needed by the consent of both agencies. This Operational Agreement shall be in effect for the duration of the pilot program unless terminated by mutual agreement in writing prior to this project end date.

By: _____

By: _____

Name: _____

Name: _____

Date: _____

Date: _____

Commission on Homelessness

Vocational Program

May 17, 2021



Background

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1. Vocational program pilot that combines housing and supportive services for previously homeless individuals to enter the workforce and increase housing stability.
2. Works in coordination with housing, case managers, employment supports and program participants.
3. Program participants can work through their individual housing, health and employment goals in a program that engages them in job preparation, training, and real paid work.



Program Overview

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1. Program pilot will offer 5 previously homeless individuals who now receive housing or rent vouchers from OHA additional supports and paid job opportunities.
2. Emphasis on coordination between housing, job training, and employer.

Housing Department	Workforce Development Board	Case Managers
• Identify participants • Connection to case management • Provide job opportunities	• Enroll participants • Explore types of work and create Individual Training Accounts • Identify potential jobs in competitive market • Provide follow-up services for 12 months	• Support participant to be successful in their housing and employment • Participate in regular case conferencing with WDB and employers

Intended Outcomes

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By providing vocational training, case management, and coordination with housing it is the hope that this program will:

1. Prepare participants to enter the workforce,
2. Provide real paid work experience,
3. Improve housing stability and,
4. Support participants on a path to long term/permanent employment.





QUESTIONS

DATE: May 17, 2021
TO: Commission on Homelessness
FROM: Emilio Ramirez, Housing Director
SUBJECT: Development of Oxnard Housing First Plan

RECOMMENDATION

That the Commission on Homelessness:

Receive, file and support plans for the Housing Department staff to launch the development of a 10-year Housing First Plan for the City of Oxnard.

BACKGROUND

Homelessness in Oxnard

At the last Point in Time Count conducted in 2020, there were 567 homeless people counted in the City of Oxnard, 379 of which were unsheltered. The causes of homelessness are complex with overlapping factors including poverty, lack of affordable housing, unemployment, fleeing violence, and discharge from institutions. Our local data shows us that in Oxnard, nearly one-third (30.9%) of homeless individuals indicate that they have chronic health conditions, and over one-fourth (28.8%) have experienced chronic homelessness. It is important to note that Point in Time Counts are a one-day snapshot and likely underestimate the amount of homelessness.

Homeless Assistance Program

The scope of the mission of the City's homeless efforts has expanded greatly in the past few years. On September 18, 2018, the Oxnard City Council adopted a Five-Year Homeless Plan. The plan has five core areas to measure the success for reducing and preventing homelessness including:

1. Target Vagrancy and Negative Transient Behavior
2. Establish and Develop a Year-Round 24-Hour Homeless Shelter and Navigation Center
3. Focus Resources and Funding to Develop a Quality Coordinated Entry and Exist System out of Homelessness
4. Improve and Expand Street Outreach and Community Partnerships
5. Develop and Build Housing Programs Service the Homeless.

In 2019, the expansion of the City's efforts to address homelessness began with the opening of a year-round, 24-hour 110 bed homeless shelter and navigation center, the first in the City's history. Since then, the scope of the homeless assistance program has steadily grown to include the introduction of a street outreach team, coordination with backpack medicine and other county

homeless service programs, coordination with the Oxnard Housing Authority to administer Homeless Set Aside vouchers and other vouchers targeted for homeless individuals, intensively mitigating encampment cleanups, adding capacity by working with the County to convert a motel into non-congregate shelter and permanent supportive housing, and taking steps to address the COVID-19 pandemic.

Summary of specific functions within the Homeless Assistance Program:

Overseen by a full time Homeless Assistance Program Coordinator.	Provide 110 beds every night at a year-round navigation center.
Responded to the COVID-19 pandemic by expanding shelter operations to multiple sites.	Partner with Ventura County to provide services at “The One Stop”.
Partner with a community service provider to provide a Street Outreach Team.	Modernizing a city-owned facility which houses a transitional living facility for homeless women and children.
Encampment response including at a large homeless encampment near Ormond Beach.	Launching a vocational program pilot in partnership with Ventura County Workforce Development Board.
Planning the development of a Homeless Solutions Center that will be a mixed use building of 110 (moving from the current temporary site) emergency shelter beds and 56 units of permanent supportive housing.	Converting the Vagabond Motel into permanent supportive housing through the Project Homekey Program. Currently acquired by Mercy House for interim use as a non-congregate shelter.
Work with the OHA to administer vouchers for homeless individuals.	

The City of Oxnard’s Homeless Assistance Program, in partnership with many community service providers, has made great strides at improving the experiences of hundreds of homeless people in our city, and many homeless individuals have been able to move from homelessness to housing. Managing homelessness and providing services to Oxnard’s homeless residents is of utmost importance, but we know from best practices literature that in order to reduce and eventually eliminate homelessness, communities must adopt a Housing First approach. Housing First means providing immediate access into permanent housing with supports to maintain housing stability.

Housing First

Housing First is a low barrier approach to ending homelessness. It centers on quickly moving people from homelessness into housing and then providing additional supports and services as needed. Housing First does not mean housing *only* but recognizes that people are better able to move forward with their lives if they first have housing. Many studies have demonstrated that a Housing First approach can rapidly end homelessness, increase housing stability, and is cost effective by reducing costs of other publicly funded systems.

5 Key Principles of Housing First:

1. Immediate access to housing with no readiness requirements
 - a. Assisting clients to find housing as quickly as possible
 - b. Opposite of ‘treatment first’ and other ‘housing ready’ requirements
2. Self Determination
 - a. Clients have some choice in the types of housing within limitations of what is available
 - b. Choice of what services they receive
3. Recovery Orientation
 - a. Supports are focused on client well-being
4. Individualized client driven supports
 - a. Individuals are unique and so are their needs
 - b. Once housed, some people need minimal support to maintain their housing and others need support for the rest of their lives
 - c. Supports may address housing stability, health and mental health needs, and life skills
5. Social and Community Integration
 - a. People need social supports and opportunities to engage in their communities

State Level Trends

Addressing homelessness at the local municipal level is also in line with current trends on housing and homelessness at a state level. On February 16th 2021, Assembly Bill 816 was introduced, which if passed, would require cities to identify gaps, and resources needed to tackle homelessness and submit detailed plans on how they plan to reduce homelessness by 90% over the next decade. Housing California, which cosponsored AB816, are launching ‘Roadmap HOME 2030’, in March. It will consist of a comprehensive framework on how California can address housing and homelessness over the next decade.

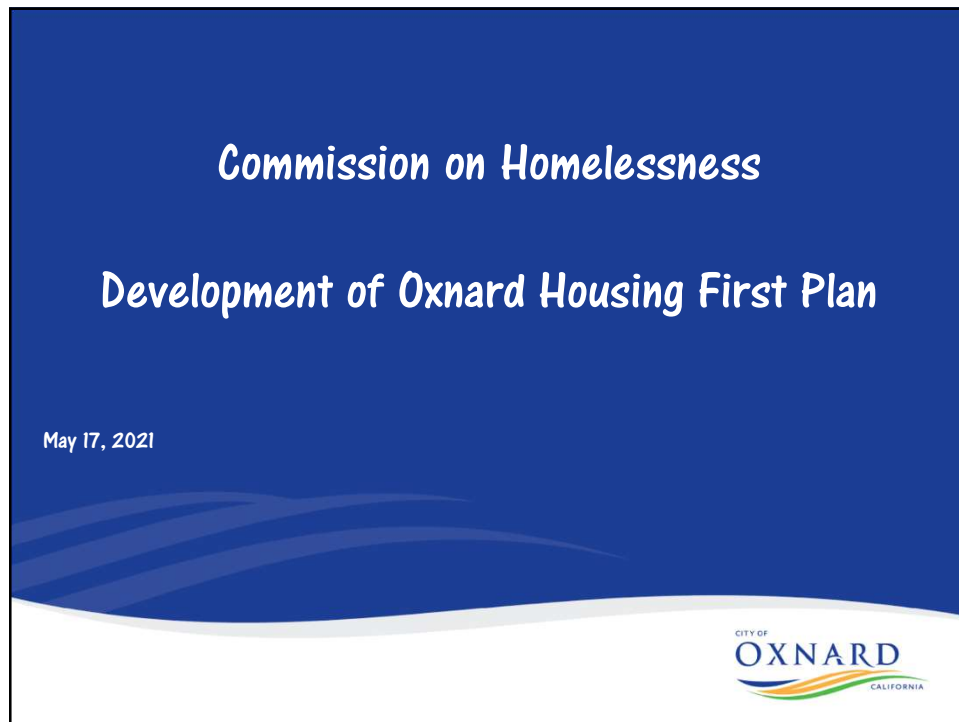
DISCUSSION

In order to respond to the needs of Oxnard residents and to reduce homelessness in Oxnard, staff would like to develop a Ten-Year Housing First Plan. Given the amount of homelessness in Oxnard, the expansion of homeless services, and alignment with broader state level trends, the timing to develop such a plan has never been better.

The Ten-Year plan would include data and profiles on the homeless population in Oxnard in order to establish the needs in terms of the amount of housing and types of support needed. It would also include recommendations on how to meet those needs over the next ten years, including funding strategies and the creation and development of supportive housing. Community consultation would happen throughout the process, and once complete a draft would be shared for public comment and revised before bringing the report to council.

ATTACHMENTS

Presentation



Homelessness in Oxnard 2

Homelessness in Oxnard:

1. **2020 Point in Time Count - there were 567 homeless people counted, 379 of which were unsheltered.**
2. **Causes of homelessness are complex with overlapping factors**
 - a) **lack of affordable housing**
 - b) **unemployment**
 - c) **fleeing violence**
 - d) **discharge from institutions**
 - e) **among those factors mentioned most often**

Homelessness in Oxnard

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City of Oxnard Five-Year Homeless Plan

1. Target Vagrancy and Negative Transient Behavior
2. Establish and Develop a Year-Round 24 Hour Homeless Shelter and Navigation Center
3. Focus Resources and Funding to Develop a Quality Coordinated Entry and Exit System out of Homelessness
4. Improve and Expand Street Outreach and Community Partnership
5. Develop and Build Housing Programs Serving the Homeless

Homeless Assistance Program Expansion

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Homeless Assistance Program Expansion

1. 2019 Oxnard opened a year-round, 24 hour 110 bed homeless shelter and navigation center
2. Introduction of a street outreach team
3. Coordination with Backpack Medicine and County homeless services
4. Oxnard Housing Authority administering Homeless Set Aside vouchers and other vouchers targeted for homeless individuals
5. Mitigating encampment cleanups
6. Adding capacity by working with the County to convert a motel into non-congregate shelter and permanent supportive housing
7. Taking steps to address the COVID-19 pandemic

Housing First

5

In order to reduce and eventually eliminate homelessness, communities must adopt a Housing First approach. Housing First means providing immediate access into permanent housing with supports to maintain housing stability.

On February 16th 2021, Assembly Bill 816 was introduced, which if passed, would require cities to identify gaps, and resources needed to tackle homelessness and submit detailed plans on how they plan to reduce homelessness by 90% over the next decade.



Housing First

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Housing First Overview:

1. *Housing First is a low barrier approach to ending homelessness.*
2. *Housing First does not mean housing *only* but recognizes that people are better able to move forward with their lives if they first have housing.*
3. *Housing First can rapidly end homelessness, increase housing stability, and is cost effective by reducing costs of other publicly funded systems.*



Housing First

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Five Key Principles of Housing First:

1. Immediate access to housing with no readiness requirements
2. Self-determination
3. Recovery orientation
4. Individualized client driven supports
5. Social and community integration



Ten-Year Housing First Plan

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Staff would like to develop a Ten-Year Housing First Plan.

The Ten-Year plan would include:

1. Data and profiles on the homeless population in Oxnard
2. Recommendations on how to meet those needs over the next ten years
3. Funding strategies
4. Creation and development of supportive housing
5. Community consultation throughout the process



QUESTIONS