

Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection on the City of Oxnard website. Commission agendas are available on the City of Oxnard website 7 days prior to regular meetings, at www.oxnard.org/city-meetings



AGENDA
Community Relations Commission
Regular Meeting
Council Chambers, 305 W. Third Street
July 15, 2024
6:00 p.m.

To join remotely, click on the link below:

<https://us06web.zoom.us/j/85135928452?pwd=RAhTJvkdKu3wIAP9OI1ACM32AslwA.67ID5BifMi1LOkEd>

Or telephone (toll-free): 888 475 4499 (Toll Free)
Meeting ID: 851 3592 8452
Passcode: 741602

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom call in steps listed above. Once the Chair calls for public speakers, press *9 to raise your hand, or if online, click the raise hand icon in the Zoom interface to inform the Chair you would like to speak during the public speaking section for that particular item on the agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE OR VIA ZOOM
2. EMAIL COMMENTS OR REQUESTS TO SPEAK BEFORE THE MEETING
 - a. Submit a request to speak no later than 3:00 p.m. on the day of the meeting by contacting the Commission Secretary Martha Guillen at martha.guillen@oxnard.org. Please indicate the agenda item number in the subject line.
3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING
 - a. To provide a public comment during the meeting dial 888-475-4499 (Toll Free) and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting. When the Chair announces the particular item on the agenda you want to speak on, press *9 to raise your hand. Once called on, press *6 to unmute your phone.
 - b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public shall have three minutes to register or otherwise be recognized for the purpose of providing public comment.

A. ROLL CALL/PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of June 17, 2024.
RECOMMENDATION: Approve.

C. PUBLIC COMMENTS

At a regular meeting, a person may address the Community Relations Commission only on matters

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact Martha Guillen at 805-385-7434. Notification at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

within the subject matter jurisdiction of the Commission. The presiding officer shall limit public comments to three minutes. The Commission cannot enter into detailed discussion or take action on any item presented during public comments not on the agenda. Such items may only be referred to the Commission Secretary for administrative action or scheduled on a subsequent agenda for discussion. Unless otherwise approved by the Commission, persons wishing to speak on items not on the agenda should do so during public comments.

D. REPORTS

1. SUBJECT: Presentation from the City of Oxnard Fire Department to discuss the EMS Corps Program & Women in Fire Initiative opportunities.

RECOMMENDATION: That the CRC receive and file the presentation.

Measure M Presentation Recording Link:

<https://youtu.be/qCcLuPIUXws>

E. COMMISSION BUSINESS

1. SUBJECT: Brown Act, Bylaws, and Powers & Duties Training.

RECOMMENDATION: That the CRC Commissioners receive training by the City Attorney's Office and ask any specific questions or receive clarification.

F. AD-HOC COMMITTEE REPORTS

1. SUBJECT: Multicultural Festival Ad Hoc Committee

RECOMMENDATION: That the CRC receive an update from the Multicultural Festival Ad Hoc Committee regarding next steps for promotion, vendor outreach, and sponsorship. Sunset date: October 14, 2024. Members: H. Stallion, K. Durias, and M. Salas

2. SUBJECT: Community Recognition Awards Ad Hoc Committee

RECOMMENDATION: That the CRC receive an update from the Community Recognition Awards Ad Hoc Committee on program details, deadlines, and outreach. Sunset date: October 14, 2024. Members: T. Lopez, M. Salas and C. Gonzalez.

3. SUBJECT: Annual Report Ad Hoc Committee

RECOMMENDATION: That the CRC receive an update from the Annual Report Ad Hoc Committee on the annual report to Council scheduled on October 1, 2024. Sunset date: October 14, 2024. Members: H. Stallion and C. Gonzalez.

G. REPORT OF THE COMMISSION SECRETARY

The Commission Secretary shall report on items of interest to the Commission occurring since the last meeting. The Commission cannot enter into detailed discussion or take action on any items presented during this report. Such items may only be referred to the Secretary for administrative action or scheduled on a subsequent agenda for discussion.

H. COMMISSIONER COMMENTS

Commissioners may individually report on items of interest or concern outside of Ad Hoc Committee reports. The Commission cannot enter into detailed discussion or take action on any item presented during these reports. The Commissioner's report shall not exceed three minutes.

I. ITEMS FOR FUTURE CONSIDERATION

Commissioners may request that items be placed on future agendas for extended discussion.

J. ADJOURNMENT

Community Relations Commission
Regular Meeting
June 17, 2024

A. ROLL CALL/PLEDGE OF ALLEGIANCE

At 6:08 p.m., the regular meeting of the Community Relations Commission convened. Chair Helaine Stallion; Vice-Chair Khalilah Durias, Commissioner Tiffany Lopez, Commissioner Meaghan Salas, and Commissioner Gonzalez were present. Commissioner Adam Lopez was absent. Staff member present was Martha Guillen, Acting Secretary. Saluted the Flag.

B. APPROVAL OF MINUTES

1. SUBJECT: Approval of minutes of the special meeting of Monday, May 20, 2024.

RECOMMENDATION: Approve.

MOTION: Commissioner T. Lopez motion to approve minutes with a minor correction for Vice-Chair Durias first name. It was seconded by Commissioner Gonzalez and motion carried.

C. PUBLIC COMMENTS

There were no public comments.

D. REPORTS/PRESENTATIONS

1. SUBJECT: Presentation from the Human Resources Department regarding new programs to employ person with mental disabilities offered in the City.

RECOMMENDATION: That the CRC receive and file the presentation.

ACTION: Report received.

E. COMMISSION BUSINESS:

1. SUBJECT: Brown Act, Bylaws, and Powers & Duties Training.

RECOMMENDATION: That the CRC Commissioners receive training by the City Attorneys's Office and ask any specific questions or receive clarification.

ACTION: Item was moved to the July 15, 2025 regular scheduled meeting.

2. SUBJECT: Appointment of New Member to Multicultural Festival Ad-Hoc Committee.

RECOMMENDATION: That the CRC appoint one additional member to the Multicultural Festival Ad-Hoc Committee to sunset on October 14, 2024.

MOTION: Commissioner Gonzalez motion to appoint Commissioner Meaghan T. Salas to the Multicultural Festival Ad-Hoc Committee. Commissioner T. Lopez seconded. Vote: T. Lopez, Stallion, Durias, Salas and Gonzalez voted in favor; motion carried 5-0.

F. AD-HOC COMMITTEE REPORTS

1. SUBJECT: Annual Report Ad-Hoc Committee Report.

ACTION: That the CRC receive an update from the Annual Report Ad-Hoc Committee related to the Annual Report to Council scheduled on October 1, 2024. Sunset date: October 14, 2024. Members: Chair H. Stallion & Commissioner Gonzalez.

ACTION: Staff secretary will reach out and schedule a meeting with the Ad-Hoc Committee.

2. SUBJECT: Multicultural Festival Ad-Hoc Committee Report.
RECOMMENDATION: That the CRC receive an update from the Multicultural Ad-Hoc Committee regarding steps for promotion, vendor outreach, and other assignments. Sunset date: October 14, 2024. Members: Chair H. Stallion & Vice-Chair K. Durias.
ACTION: Staff secretary will reach out and schedule a meeting with the Ad-Hoc Committee.
3. SUBJECT: Community Recognition Awards Ad-Hoc Committee Report.
RECOMMENDATION: That the CRC receive an update from the Recognition Awards Ad-Hoc Committee regarding steps for promotion, vendor outreach, and other assignments. Sunset date: October 14, 2024. Members: T. Lopez & A. Lopez.
ACTION: Staff secretary will reach out and schedule a meeting with the Ad-Hoc Committee.

G. COMMISSION COMMENTS

Commissioner Gonzalez attended the Juneteenth event. Commissioner T. Lopez shared obituary information about her auntie and attended the State of the City. Chair Stallion will email information to staff secretary about an upcoming County of Ventura event.

H. ITEMS FOR FUTURE CONSIDERATION

Commissioner Gonzalez would like to invite the Junior Explorers to hear more about the program and the services they provide.

Vice-Chair Durias requested someone from the Salsa Festival and Commissioner T. Lopez also requested to have someone from the Oxnard Downtowners Foundation speak about the summer concerts.

I. ADJOURNMENT

There being no further business on the agenda, and without objection, Commissioner T. Lopez motion to adjourn the meeting at 7:15 p.m. and it was second by Commissioner Salas.

Martha Guillen, Acting Secretary

Helaine Stallion, Chair



TO: Community Relations Commission

FROM: Jason Zaragoza, Deputy City Attorney

DATE: July 15, 2024

SUBJECT: Brown Act, Bylaws, and Powers & Duties Training

RECOMMENDATION

That the Commission receive training by the City Attorney's Office and ask any specific questions or receive clarification.

DISCUSSION

Once a year, the City Attorney's Office (CAO) attends a CAG meeting to provide a training on the Brown Act, Bylaws, and Powers & Duties specific to each CAG. This is part of the City's overall efforts to support the effectiveness and efficiency of CAGs by providing members with an understanding of their specific powers and duties. It also ensures members are trained on legal requirements related to their role on an appointed legislative body.

Staff will highlight key aspects of each of these topics during the meeting. Members will have an opportunity to address any outstanding questions about their general administrative functions, as well as specific questions related to their powers & duties and the Brown Act.

This staff report includes a copy of the current uniform CAG bylaws (attachment #1) and the individual CAG powers & duties (attachment #2) for reference.

Attachments:

- A. Uniform CAG Bylaws
- B. CAG powers and duties

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. 15,755

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD AMENDING EXISTING
UNIFORM BYLAWS FOR VARIOUS CITIZEN ADVISORY GROUPS

WHEREAS, the City Council has established Citizen Advisory Groups ("CAGs") that make recommendations to the City Council on matters within the subject matter jurisdiction of those CAGs; and

WHEREAS, on June 21, 2022, City Council adopted uniform bylaws for the following CAGs: Community Relations Commission, Cultural Arts Commission, Commission on Homelessness, Parks, Recreation and Community Services Commission, and Senior Services Commission; and

WHEREAS, the bylaws provide uniformity across all CAGs to ensure clear direction, fairness, ease of learning if CAG members move between CAGs, and to address CAG officers and their duties, secretary and staff liaison duties, meetings and quorums, and absences; and

WHEREAS, Article IX of the uniform bylaws require the CAGs to annually review and provide recommended changes to the bylaws; and

WHEREAS, the bylaws were presented to the CAGs in Fall 2023 for review and recommendations, and were approved by the CAGs on the dates below:

- Community Relations Commission: August 21, 2023
- Cultural Arts Commission: August 2, 2023
- Commission on Homelessness: September 11, 2023
- Parks, Recreation & Community Services Commission: August 23, 2023
- Senior Services Commission: September 12, 2023; and

WHEREAS, the proposed bylaws with amendments were presented to the CAG Chairs and approved on September 27, 2023; and

WHEREAS, the City Council wishes to amend the existing uniform CAG bylaws.

NOW, THEREFORE, the City Council of the City of Oxnard resolves as follows:

Section 1. The amended uniform CAG bylaws, attached hereto as Exhibit 1 and incorporated herein by reference, are adopted.

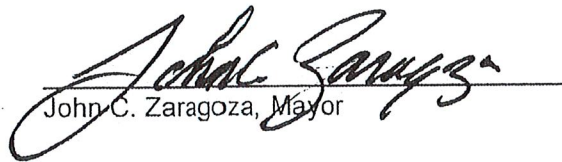
PASSED AND ADOPTED THIS 19 day of December, 2023, by the following vote:

AYES: Councilmembers Basua, MacDonald, Madrigal, Perello, Teran,
Valenzuela Zavala and Zaragoza

NOES: None.

ABSENT: None.

ABSTAIN: None.

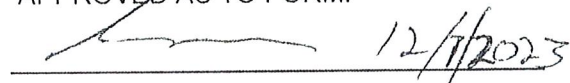

John C. Zaragoza, Mayor

ATTEST:



Rose Chaparro, City Clerk

APPROVED AS TO FORM:

 12/1/2023

Stephen M. Fischer, City Attorney

EXHIBIT 1

[On the Page to Follow]

**BYLAWS FOR CITIZEN ADVISORY GROUPS AS PROVIDED IN CHAPTER 2,
ARTICLE II OF THE OXNARD CITY CODE**

Article I
Application

The following bylaws shall apply to the following City of Oxnard Citizen Advisory Groups ("CAGs"): Senior Services Commission, Community Relations Commission, Library Board, Parks and Recreation and Community Services Commission, Commission on Homelessness, and Cultural Arts Commission.

Throughout these bylaws, "Commission" refers to each individual CAG.

Article II
Powers and Duties

The powers and duties, eligibility and qualifications of each Commission shall be established in the Oxnard City Code.

Article III
Membership

- A. Each Commission shall consist of seven members appointed by the Mayor, with the approval of the City Council. Each council member shall strive to nominate a commissioner from the council members' district to serve on each commission. The mayor shall nominate one commissioner at-large for each commission.
- B. Each Commissioner shall successfully undergo the City's formal background check procedures prior to appointment to serve on a Commission.
- C. The term of a member of a Commission shall be established in the Oxnard City Code.
- D. In the event of a vacancy, the City Council shall appoint a replacement to complete the term of the member creating the vacancy.

Article IV
Officers

- A. Each Commission shall elect a Chairperson and Vice-Chairperson (the "Officers").

B. At an annual meeting scheduled in January of each year, the Officers shall be elected by a majority of the Commission members present. The Officers shall serve a one-year term.

1. If the Commission has not elected Officers by the second scheduled meeting of the year due to lack of volunteers, the City Manager or his or her designee may place the Commission on hiatus until current Commissioners volunteer to serve as Officers.

C. The duties of the Officers shall be as follows:

1. Chairperson - (a) To preside at all meetings of the Commission; (b) To call special meetings with concurrence from the Staff Liaison; (c) Sign approved meeting minutes; and (d) Prepare, submit, and present an annual report of activities of the Commission to the City Council

i. Special Meetings shall be limited to the following circumstances:

1. The regular meeting cannot be held that month because it lands on a holiday;
2. The time or location of the meeting is different from its regular meeting time/location;
3. The meeting must be rescheduled due to a lack of quorum;
4. The Commission must vote on an urgency item. An urgency item is one in which the Commission's direction is vital to the City Council's decision, and the Commission cannot consider the item at a regularly scheduled Commission meeting, before the City Council considers the item, without violating the City's Sunshine Ordinance; or
5. For the purpose of having an annual retreat or tour of City facilities.

2. Vice-Chairperson - To perform the duties of the Chairperson in the event of his/her absence, resignation or inability to perform the duties of office.

D. Secretary and Staff Liaison

1. Each Commission shall have a secretary and a staff liaison. The Secretary and Staff Liaison may be the same person.
2. The Secretary shall have the following duties at all Commission meetings: (a) Attend; (b) Keep minutes; (c) Assist the Chairperson and Staff Liaison in preparing agendas; (d) Prepare and distribute agendas and agenda packets; (e) Ensure agendas are prepared and noticed in accordance with the City's Sunshine Ordinance; (f) Ensure agendas are reviewed and approved by the City Attorney's

Office prior to posting; (g) Maintain attendance records; and (h) Provide the City Clerk an attendance list within 24 hours of a Commission meeting.

3. The Liaison shall have the following duties: (a) Attend; (b) Prepare agendas in collaboration with the Chairperson; (c) Coordinate presentations on behalf of the Commission; and (d) Communicate the Commission's concerns to the City Manager or other staff when necessary.

Article V Meetings/Quorum

- A. The Commission shall conduct regular meetings once each month. The exact dates, time and location of the meetings shall be determined by a vote of the Commission at the annual meeting in January. The Staff Liaison may cancel a scheduled meeting, with concurrence from the Chairperson, if the Commission does not have any business to consider at that meeting.
- B. Meetings shall be public and shall be conducted in a publicly owned building or facility with adequate space for members of the public to attend the meetings.
- C. A majority of the commission positions filled at the time of a meeting shall constitute a quorum for the transaction of business.
- D. The Commission may establish Ad Hoc, but not Standing Committees. An Ad Hoc Committee is:
 1. Comprised solely of members of the Commission; and
 2. Consists of less than a quorum of the Commission; and
 3. Has a defined purpose and time frame to accomplish that purpose; and
 4. Is dissolved after the purpose is complete; and
 5. Is solely advisory to the Commission.
- E. A majority of the Commission or the Chairperson may call a Special Meeting with the concurrence of the Staff Liaison.
- F. A quorum must be met within ten (10) minutes of the scheduled meeting start time. Under special circumstances, and with the approval of a majority of members present, the Chair is permitted to wait an additional five (5) minutes for a quorum to be present. If a quorum is not met at that point, the meeting shall be canceled due to lack of quorum and adjourned to the next month's scheduled meeting.

Article VI

Absences

- A. If any member of the Commission has three or more consecutive unexcused absences, or is absent, excused or unexcused, for more than half of the meetings in a calendar year, the member shall be deemed to have resigned from the Commission.
- B. If a commission is going to be absent, the commissioner shall notify the Secretary no less than sixty minutes prior to the start of the meeting. Failure to do so shall be deemed an unexcused absence.
- C. An absence may be deemed excused for the following reasons: sickness/illness, an emergency beyond the commissioner's control, observance of a religious holiday or a medical appointment that cannot be rescheduled.
- D. The Secretary shall notify the City Clerk in writing of any such consecutive absences. The member shall be deemed to have resigned from the Commission on the date that the City Clerk receives notice from the Secretary.
- E. Should any member be absent without good cause for more than three consecutive meetings, the Secretary shall immediately inform the City Clerk of such fact. Effective on the date of receipt of such notice by the City Clerk, such member shall be deemed to have resigned from the Commission.

Article VII

Coordination with City Council

The Staff Liaison shall as soon as possible inform the City Council, through the City Manager, of recommendations made by the Commission. The Staff Liaison shall inform the Commission on the status of the recommendations as warranted.

Article VIII

Rules of Order

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall constitute the parliamentary authority for the meetings.

Article IX

Amendments

- A. Once per year, each Commission shall review these bylaws, and make recommendations to their respective Chairpersons.
- B. The Chairpersons of each Commission shall convene once per year with the City Clerk's Office, City Manager's Office and City Attorney's Office to review and approve, if desired, the recommended changes to these bylaws.
- C. The City Council shall approve amendments to these bylaws.

Article X
Effective Date

These bylaws shall go into effect upon approval by City Council.

DIVISION 4. COMMUNITY RELATIONS COMMISSION

SEC. 2-55. ESTABLISHED; QUALIFICATIONS.

- (A) There is hereby established a commission on community relations composed of seven members.
- (B) A member shall serve without compensation, shall reside in the city and shall be at least 18 years of age.

('64 Code, Sec. 2-112) (Ord. No. 2446, 2467, 2853, 2957)

SEC. 2-56. POWERS AND DUTIES.

The powers and duties of the community relations commission shall be as follows:

- (A) Analyze, define, and investigate community relations issues and needs in the city and advise the city council on matters involving group prejudices, racial tension, intolerance or differences in treatment or favoritism of persons on a basis other than individual merit;
- (B) Promote mutual understanding and respect among all residents of the city and work to discourage and prevent practices involving group prejudices, racial tension, intolerance or differences in treatment or favoritism of persons on a basis other than individual merit;
- (C) Disseminate information and educational materials and reports that will assist in the elimination of practices involving group prejudices, racial tension, intolerance or differences in treatment or favoritism of persons on a basis other than individual merit;
- (D) Investigate and study complaints of violations of State statutes relating to practices involving group prejudices, racial tension, intolerance or differences in treatment or favoritism of persons on a basis other than individual merit in publicly assisted housing accommodations;
- (E) Assist various groups and agencies within the city to cooperate in educational campaigns devoted to the elimination of practices involving group prejudices, racial tension, intolerance or differences in treatment or favoritism of persons on a basis other than individual merit;
- (F) Cooperate with enforcement agencies to ensure that no person in the city is deprived of equal services furnished in the city by reason of violation of any State law prohibiting differences in treatment or favoritism of persons on a basis other than individual merit;
- (G) Cooperate with city, State, federal and other agencies in order to promote better community relations;
- (H) Review the current equal employment opportunity status of the city;
- (I) Serve as an information resource between the city council and community in matters concerning equal employment opportunity;
- (J) Endorse community events, by resolution or proclamation approved by a majority of the members present, that improve community relations in the city and are consistent with the duties of the community relations commission; and
- (K) Prepare and submit an annual report of activities to the city council and make such other reports and recommendations to the city council from time to time as the community relations commission may determine necessary to improve community relations in the city.

('64 Code, Sec. 2-116) (Ord. No. 2446, 2467, 2853, 2957)



TO: Community Relations Commission

FROM: Alexander Hamilton, Fire Chief, alexander.hamilton@oxnard.org, (805) 385-7700

DATE: July 15, 2024

SUBJECT: Oxnard EMS Corps Program & Women in Fire Initiative

RECOMMENDATION

That the Commission receives a report from the Oxnard Fire Department on its EMS Corps grant program and Women in Fire initiative

BACKGROUND

In 2021, the Oxnard Fire Department released its first new strategic plan since 2005. It is a five-year strategic plan with six broad goals including People, Service Delivery, Infrastructure and Resources, Disaster Preparedness, Public Engagement and Administrative Performance.

The EMS Corps workforce development grant and the Women in Fire initiative work towards some of our objectives in Goal 1; People.

DISCUSSION

The “Oxnard EMS Corps Program”

On December 19, 2023, City Council authorized the Oxnard Fire Department (OFD) to submit a grant application for the “EMS Corps” Workforce Development grant opportunity. On February 26, 2024, the Oxnard Fire Department was notified of its selection as the lead agency for the “EMS Corps” training site and awarded \$181,820 in planning grant funds by the program intermediary Public Works Alliance (PWA) for site development and capacity building. Upon meeting the readiness criteria, the OFD will receive \$1.27M in grant funds for the Oxnard EMS Corps Project.

Modeled after a highly successful workforce development program in Alameda County, California, the EMS Corps Emergency Medical Technician (EMT) program is a workforce development program that seeks to create transformative opportunities that will improve the

standard of living for individuals and their families to lift them from poverty, and provide opportunity in high-paying public service and healthcare careers.

To accomplish this, the model incorporates comprehensive wrap-around services to remove barriers that would normally inhibit or make EMT certification unattainable. Services such as tutoring, mentorship, legal navigation, mental health, fitness and financial support via monthly stipend are provided for the EMT students.

Students will also receive access to services that prepare them for entry into the EMT program or remove external stressors such as general educational competency tutoring, mentoring, exercise, nutrition education, behavioral and medical healthcare support, as well as a monthly monetary stipend of \$1,500 per month while in the program. The course is 5 months long and pays for ancillary expenses that can be prohibitive, such as uniforms, testing fees, books, and preparatory educational tools needed to set the student up for successful passing of the National Registry of Emergency Medical Technicians Test.

Interested candidates who do not possess a high school diploma but who have the capacity to either finish credits within the 5-month period or who are preparing for high school equivalency testing can be dually enrolled with Vista Real Charter School to help them attain EMT certification and high school equivalency at the same time at no cost to the student.

EMT Course instruction is 5 months in duration, 3 days a week with additional commitment for students who are eligible for special programs or high school equivalency. Students will receive a comprehensive EMT course delivered by a coalition of Fire and EMS partner agencies. Cohorts will consist of 20 students.

To be eligible, a candidate must be between the ages of 17 ½ and 26 and have barriers to employment such as economic and housing insecurity, those disconnected from school or work, or certain eligible justice involving young adults.

Women in Fire Initiative

Females in the Fire Service is something that all Fire Departments have been struggling with. The national average of female firefighters is only 6%. Unfortunately, Oxnard Fire Department is below that, with only 2 female firefighters out of 120 firefighters. The Department is working hard to change that statistic and has developed a robust strategy to improve those numbers.

The department is doing a range of things internally and externally to meet the goals laid out in the five-year strategic plan. All personnel have received Fire Service specific training on Diversity, Equity and Inclusion (DEI). We have been working closely with the labor group,

Human Resources and the City Attorney's office to create a comprehensive investigative process to deal with issues as they arise. That same group is evaluating the barriers to entry and exploring ways to address those barriers. We are also developing a professional development program that will change the requirements for promotion.

Externally, we have strengthened our partnership with the Oxnard Union High School District (OUHSD), recently adding an after-school program focused on the fire department. We have a close collaborative relationship with the Southern California-based Women's Fire Alliance (WFA) to ensure we have best practices and policies in all areas of the fire department. Finally, the department is working on upgrading our facilities to ensure we have adequate facilities that will accommodate a more diverse workforce for many years to come.

Oxnard Fire Department: EMS Corps Program & Women in Fire Initiative

Alexander Hamilton, Fire Chief



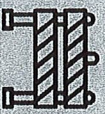
Fire Department Strategic Plan

GOAL 1 PEOPLE

Maintain and recruit a highly-skilled, accountable, diverse and resilient workforce

STRATEGY: Diversity, Equity and Inclusion | Recruitment

Create a multi-pronged effort towards recruiting a diverse department workforce.



Evaluate our barriers to recruitment



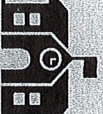
Conduct a cost/benefit analysis of providing EMT Certification in house to lower barriers to entry



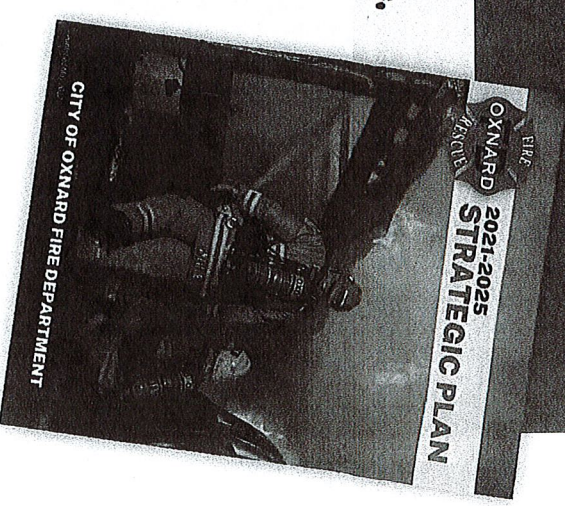
Create and invest in a recruitment strategy that targets the hiring of females and local Oxnard community members



Foster partnerships with existing community organizations to diversify our candidate pool



Develop partnership with local high school districts to expand our Oxnard Fire Department Explorer Post



Local Recruitment Strategy

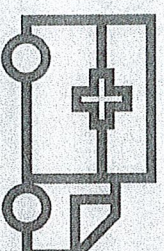


Create and invest in a recruitment strategy that targets the hiring of females and local Oxnard community members

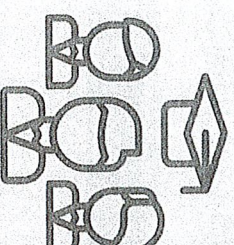
Current Demographics



Local Recruitment Resources



**OXNARD
EMS CORPS**



**OUHSD FIRE
TECHNOLOGY
AFTERSCHOOL
PROGRAM**

Oxnard EMS Corps

December 19, 2023

City Council authorized the Oxnard Fire Department to submit a grant application for the "EMS Corps" Workforce Development grant opportunity

February 26, 2024

The Oxnard Fire Department was notified of its selection as the "EMS Corps" training site in Ventura County by the Public Works Alliance

Began Forming a Regional Coalition of Partners & Stakeholders

- Workforce Development
- Wrap Around Service Providers
- Candidate Referral Partners
- EMS Providers
- County and City Agencies

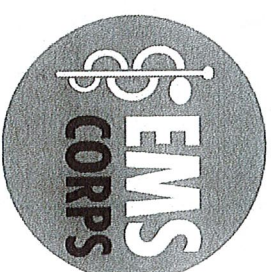
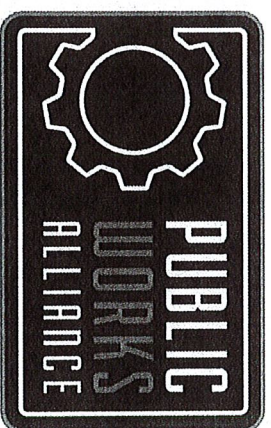


► **The Oxnard Fire Department is the Lead Agency for the "EMS Corps" Program expansion in Ventura County**

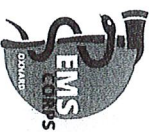
Oxnard EMS Corps

Public Works Alliance (PWA), is the creator of the model “EMS Corps” program and serves as program expansion intermediary for the Employment Development Department

- PWA is providing planning readiness services, program support and grant funds for individual site development



Oxnard EMS Corps



The Oxnard EMS Corps

- Transformative opportunities in high paying public service and healthcare careers in emergency medical services:
 - Paramedics
 - Nurses
 - Firefighters
 - Doctors
- Comprehensive wrap-around services to remove barriers to EMT Certification

Eligibility

- Candidates: Ages 17 ½ – 26
- Have a Barrier to Employment
 - Economic and Housing insecurity
 - Disconnected from School or Work
 - Specific Justice Involved
 - Youth Parents
 - Foster Youth
- Current or Former Title 1 School Student

Timeline



The 5-month program includes:



EMT and Fire Training provided by Oxnard Fire Department



Wrap Around Supportive Services:

- Life Coaching
- Tutoring
- Mentorship
- Legal Assistance
- Job Readiness Training
- Healthcare Navigation
- Physical Fitness
- Nutrition

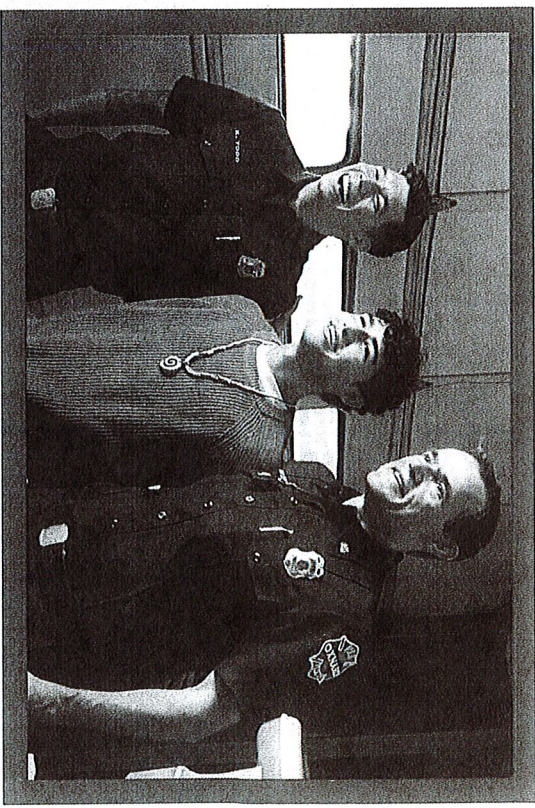
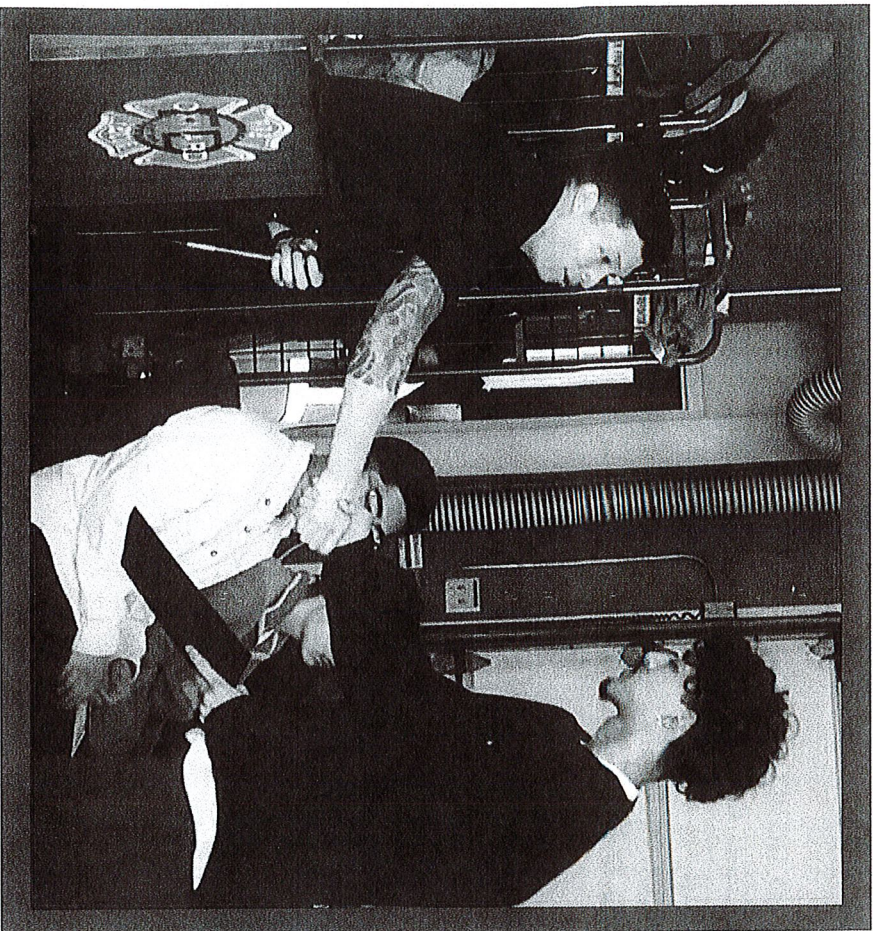


Earned monthly stipends of \$1,500 during the program



Assistance finding jobs after graduation

OJHSD Fire Tech After-School Program

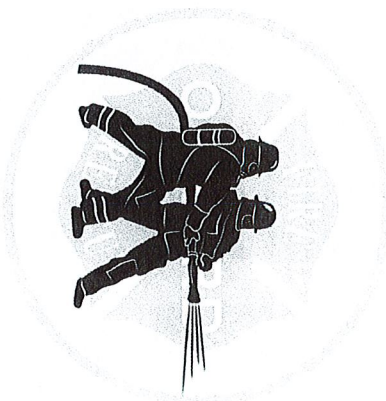


Women in Fire Initiative



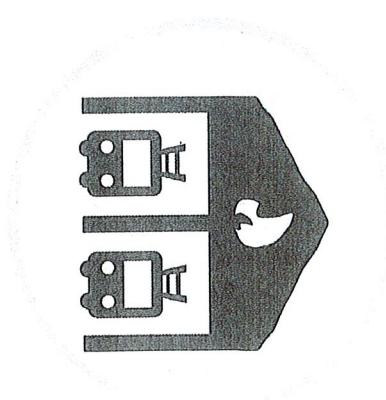
Women's Fire Alliance (WFA)

Working with the Southern California-based WFA on efforts to diversify the workforce, and best practices/policies



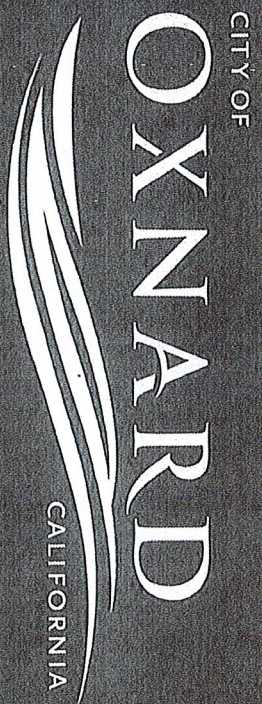
Girls' Fire Camp

Developing a one-day camp designed to introduce youth ages 15+ to the fire service, aiming to inspire the future generation of firefighters



Proposed Fire Station Improvement Projects

Proposed Fire Station Improvement Projects at Stations 2, 3, and 4 will include station designs that will accommodate a more diverse workforce



Questions?