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**AGENDA  
REGULAR MEETING  
Commission on Homelessness  
Monday, June 4, 2012 - 3:30 p.m. – 5:00 p.m.  
City Council Chambers  
305 West Third Street, Oxnard, CA 93030**

**A. ROLL CALL**

**B. APPROVAL OF MINUTES  
May 7, 2012**

**C. PUBLIC COMMENTS**

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 minutes each. The Commission cannot enter into detailed discussion or take action on any item presented during public comments that is not on the agenda. Such item may only be referred to the Commission Secretary for administrative action or scheduled on a subsequent agenda for discussion.

**D. HOMELESS SERVICES UPDATE**

1. Public comment on Homeless Services Update: members of the public may comment on items listed under Homeless Services Update. Comments shall be limited to three minutes each.
2. Community Action of Ventura County Program Update: Timothy Hawkins
3. 2012-14 Emergency Solutions Grant Recommended Allocations: See Attached – Will Reed

**E. OLD BUSINESS**

1. Public comment on Homeless Services Update: members of the public may comment on items listed under Old Business. Comments shall be limited to three minutes each.
2. Review and approval of Homeless Services Contribution Certificate: Commissioner Gomez
3. Review and approval of SB2 Letter: Commissioner Courtland

**F. NEW BUSINESS**

1. Public comment on New Business: members of the public may comment on items listed under New Business. Comments shall be limited to three minutes each.
2. Area Students to form a club to assist homeless: Commissioner Castanon

**G. COMMISSION BUSINESS**

1. Commissioners may relate recent experiences or request that matters be placed on a future agenda for discussion.

**H. ADJOURNMENT**

The next business meeting of the Commission on Homelessness will be July 2, 2012, at 3:30 p.m. in the City Council Chamber, 305 West Third Street, Oxnard, CA, 93030.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a meeting, please contact Will Reed at (805) 385-8044. Notification 72 hours prior to the meeting will enable the City to make reasonable accommodations to assure accessibility to the meeting.

City of Oxnard  
Commission on Homelessness  
Business Meeting May 7, 2012  
3:30PM

Commissioner Rivera called to order the business meeting of the Commission on Homelessness at 3:40PM on May 7, 2012 in the City Council Chambers at 305 West Third Street, Oxnard, CA 93030.

A. ROLL CALL

Will Reed conducts roll call. The following persons were present:

- Commissioner Courtland
- Commissioner Gomez
- Commissioner Couey
- Commissioner Jones
- Commissioner Rivera
- Commissioner Tracy
- Commissioner Stern
- Commissioner Castanon
- Commissioner Gonzalez

B. APPROVAL OF MINUTES

Commissioner Jones made the motion to approve the minutes of April 2<sup>nd</sup>, seconded by Commissioner Courtland. Accepted by (All).

C. PUBLIC COMMENTS

Cathy Brudnicki advised the Commission that the Homeless Count for 2012 is not ready. They have encountered glitches in the systems that have caused a delay but, it should be ready soon.

D. HOMELESS SERVICES UPDATE

1. Public Comment-None
2. 2012-14 Emergency Solutions Grant Recommended Allocations: Will Reed.  
\$214,100 allocated for FY 2012-13, RFP went out in March.  
Norma Owens and Eileen Tracy were part of the Review Committee  
Recommended allocations are as follows:

City of Oxnard	\$0
Human Services Agency	\$85,640
St. Vincent de Paul	\$70,000
Kingdom Center	\$10,000
Homeless Management Information Systems (HMIS)	\$10,000

The amounts may have to be adjusted slightly due to a \$4,000 rise in cost to manage HMIS. The funding will have to come from a decrease to all providers.

E. OLD BUSINESS

1. Public Comment-*None*
2. Senate Bill 2 (SB2) Commissioners Rivera and Jones met with Sue Martin from the Planning Department. Sue apologized for any delays; they are short staffed and are awaiting results from their latest study. She extended an invitation for the Commission to be present at their next meeting regarding SB2. The commissioners made site recommendations for them to research.
3. Review of SB2 Letter to City Council- Discussed changes to draft letter; remove the last line and Cc: Sue Martin of the Planning Department. Chairperson Rivera and Commissioner Castanon will appear before City Council on May 8<sup>th</sup> to read the letter into the record and submit written copies. Commissioner Gonzalez abstained from voting because of his affiliation with St. Vincent de Paul; otherwise the vote was taken and approved.
4. Report on Housing Element- Commissioner Gonzalez gave an update and informed the Commission that the Housing Element was scheduled for the Council meeting of June 12<sup>th</sup>. No vote taken.

F. NEW BUSINESS

*None*

G. COMMISSION BUSINESS

*None*

H. ADJOURNMENT

Commissioner Rivera adjourned the meeting at 5:00 P.M.

# MEMO



May 30, 2012

TO: Commission on Homelessness

FROM: Will Reed, Homeless Program Coordinator 

SUBJECT: 2012 EMERGENCY SOLUTIONS GRANT ALLOCATIONS

The HUD Emergency Solutions Grant Award for 2012 for the City is \$214,000. In March the Homeless Services Division released its RFP seeking responses from homeless service providers in the area to provide a wide array of services and emergency shelter for those in need. The responses submitted were from Society of St. Vincent de Paul, Turning Point Foundation, Ventura County Human Services Agency, Kingdom Center and the City's Homeless Services Division. The Review Committee met on April 24<sup>th</sup> and made the following recommendations:

- |                                                       |          |
|-------------------------------------------------------|----------|
| 1. Society of St. Vincent de Paul (Emergency Shelter) | \$70,000 |
| 2. Ventura County Human Services Agency (HPRP)        | \$88,043 |
| 3. Turning Point Foundation (Emergency Shelter)       | \$20,000 |
| 4. Kingdom Center (Emergency Shelter)                 | \$10,000 |
| 5. Homeless Management Information System             | \$10,000 |
| 6. City Administration                                | \$16,057 |

However, after further review of the need for HMIS data collection and with the impending change in service providers and also needing to have a dedicated person for data entry, I am requesting the following award recommendations:

- |                                         |          |
|-----------------------------------------|----------|
| 1. Society of St. Vincent de Paul       | \$68,000 |
| 2. Ventura County Human Services Agency | \$85,640 |
| 3. Turning Point Foundation             | \$19,000 |
| 4. Kingdom Center                       | \$10,000 |
| 5. HMIS                                 | \$15,403 |
| 6. City Administration                  | \$16,057 |