



**COMMUNITY ADVISORY COMMITTEE ON HOMELESSNESS  
(CACH)  
Regular Meeting**

**Tuesday, Dec. 3, 2019**

**6:00 p.m. Special Public Engagement Session Begins**

**7:30 p.m. Regular Meeting Begins**

Harbor High School, Multipurpose Room  
300 La Fonda Ave., Santa Cruz, CA 95062

**REGULAR MEETING AGENDA**

- I. Call to Order and Roll Call**
- II. Minutes from Nov. 15, 2019 CACH meeting**
- III. Hygiene Panel (local and regional responses)**
  - 1. CACH Discussion**
  - 2. Public Discussion (time limited)**
- IV. Oral Report from CACH Subcommittees**
  - 1. CACH Discussion**
  - 2. Public Discussion (time limited)**
- V. Oral Communications (for items not listed on the agenda)**
- VI. Adjournment**

**Adjournment** -- The Committee Advisory Committee on Homelessness (CACH) will adjourn from the public meeting of Dec. 3, 2019 to its next meeting of Dec. 15, 2019.

*The City of Santa Cruz does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, we ask that you attend fragrance free. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the City Clerk's Department at 420-5030 in advance so that we can arrange for such special assistance. The Cal-Relay system number: 1-800-735-2922.*

*Community Advisory Committee on Homelessness (CACH) meetings will be recorded for the purpose of preparing minutes.*



Veteran's Memorial Building, Post Rm  
846 Front Street  
Santa Cruz, CA 95060



## DRAFT MINUTES OF COMMUNITY ADVISORY COMMITTEE ON HOMELESSNESS (CACH) MEETING

Regular Meeting  
Nov. 19, 2019

### 6:00 P.M. REGULAR MEETING – VETERAN'S MEMORIAL BUILDING, THE POST ROOM

Community Advisory Committee on Homelessness (CACH) Agenda  
Nov. 19, 2019  
6:00 pm

- I. **Call to Order Roll Call (6:02 pm)** - Committee Members present: Ami Chen Mills-Naim, Stoney Brook, Candice Elliott, Serg Kagno, Don Lane, Taj Leahy, Frank Sanchez, Alie Soares, Rafael Sonnenfeld, and Dwaine Tait\*

\*Mr. Tait arrived at 6:20 pm

Ms. Nichol and Ms. Newman were absent (excused)  
Ms. Roach was absent (unexcused)

- II. **Minutes from Nov. 5<sup>th</sup> CACH Meeting (6:03 pm)**  
Mr. Sanchez moved to approve minutes, seconded by Ms. Elliott  
**Minutes approved by consensus**

- III. **Informational Report from City Attorney Tony Condotti on Camping Ordinance (past, current, and future) (6:04 pm)**

Mr. Kagno made the following motion (seconded by Mr. Lane):

To recommend to the City Council that before implementation begins on the new camping ordinance, the City Council:

- a. Directs staff to provide a draft of the Standard Operating Procedures (SOPs) to the CACH for comment and input prior to implementation
- b. Receives input from the CACH and the community on designated allowable sleeping areas for those unable to accept the available shelter due to personal circumstances
- c. Receives input from the CACH and the community on more allowable car camping locations and provisions

Mr. Brook offered a friendly amendment to change the work "enforcement" to "implementation". Mr. Kagno accepted the friendly amendment.

**Motion approved by consensus**

- IV. **Oral Report from CACH Subcommittees (7:41 pm)**

**Public Health and Storage Sub-Committee (7:42 pm)**

Mr. Tait moved to add additional language to the motion passed at the Nov. 4<sup>th</sup> CACH meeting.  
The motion now reads:

To propose two (2) additional ADA porta potties and hand washing stations that are in a covered, well lighted area, and well distributed throughout the downtown area. The units would be open 24/7.

**Motion approved by consensus**

***Safe Sleep Sub-Committee (7:49 pm)***

Mr. Sonnonfeld moved to add additional language to two of the motions passed at the Nov. 4<sup>th</sup> CACH meeting. The motions now read:

To recommend the creation of additional managed low barrier, ADA accessible, emergency shelter program(s) to be opened this winter, either in the City limits or with a shuttle service from the City to the shelter if outside the City limits. We also recommend the shelter program include ongoing feedback with regular meetings between the management and the community.

**Motion approve by consensus**

The City continue to help fund the 1220 River Street shelter program by supporting the County to write a new contract with the Salvation Army to continue services at the new location.

**Motion approve by consensus**

The following additional motion was created by the body as a whole:

We recommend the creation and implementation of additional shelter programs include the input and feedback of management, the community, and organizations representing people experiencing homelessness.

**Motion approved by consensus**

***Public Health Sub-Committee (8:28 pm)***

The following was moved by Ms. Elliott (seconded by Ms. Chen):

To recommend the City Council fund a comprehensive community engagement program to include facilitated meetings across the community and across demographics and constituents, with an independent or specially designated convener(s)/facilitator(s).

**Motion approved by consensus**

**Motion approve by consensus**

- V. **Draft CACH Report to City Council—Discussion (9:00 pm)**
- VI. **Oral communications (9:09 pm)**
- VII. **Adjournment (9:10 pm)**  
**Approved by consensus**



## CITY COUNCIL AGENDA REPORT

**DRAFT**

DATE: November 26, 2019

AGENDA OF: December 10, 2019  
DEPARTMENT: Council Advisory Committee on Homelessness (CACH)  
SUBJECT: CACH Initial Status and Action Report to City Council

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RECOMMENDATION: Motion to consider and take action, as appropriate, on the following:

- 1) Receive a written report and oral presentation by CACH Co-Chairs Candice Elliott and Taj Leahy; and
  - 2) Direct the City Manager to place CACH action items on one or more City Council agendas for action as appropriate and as soon as possible.
- 

BACKGROUND: The City Council established CACH earlier this year. The City Council provided specific guidance to CACH regarding term, membership, and subject matter to be studied. The City Council requested that CACH return to the City Council with action recommendations.

The Council-appointed members of CACH convened an organizational meeting on July 30, 2019. Since that time, CACH has met on ten (10) occasions. CACH meetings have been held at various public locations, including Louden Nelson Community Center, the Police Department Community Room, Harbor High School, and the Vets Hall downtown. (Future CACH meetings will be held at these and other locations in order to achieve maximum community engagement.)

DISCUSSION:

**CACH has completed the following work to date:**

The first few CACH meetings were largely dedicated to organizational and operational issues by which CACH would conduct itself and meet the charge given to it by the City Council. The following actions were taken at those early CACH meetings:

- Approved regular meeting schedule (CACH meets on Tuesdays when the City Council does not meet);
- Approved CACH Bylaws;
- Elected Co-Chairs—Candice Elliott and Taj Leahy;
- Confirmed the appointment of former Assembly Speaker pro Tem Fred Keeley as CACH presiding officer. The presiding officer is not a voting member of CACH;
- Engaged in a Dynamic Facilitation session to identify essential issues for CACH focus;
- Approved subcommittees:
  - Sanctioned Campgrounds and Safe Sleeping;
  - Public Health and Storage;
  - Community Engagement; and
- Developed Phase 1 Work Plan

As part of CACH’s effort to become literate on fundamental issues and concepts, CACH:

- Received a presentation on the Brown Act and the role of committees in government policy making;
- Received a presentation on policy development and structure;
- Received a presentation on current funding sources;
- Received a presentation by Focused Strategies on countywide homeless systems evaluation;
- Conducted a review of past City policy related to homelessness; and
- Received briefing from the City Attorney regarding proposed updates to City camping ordinance.

Community Engagement has been a major priority of CACH. In that regard, CACH has modified the traditional public comment/participation process to include multiple opportunities for public participation, including:

- CACH meetings have incorporated public comment throughout each meeting since July 30, 2019;
- Meetings have allowed for public comment at the beginning and end of the meeting;
- The public has been invited to comment during and after each agenda item; and
- CACH has held one of three planned public engagement events where the community is invited to enter into dialogue and provide feedback on the issues being tackled by CACH.

CACH Membership:

- Per City Council direction, added two (2) members who are currently unhoused;
- Recently filled two (2) vacancies created by member resignations; one of these new members is currently experiencing homelessness; and
- Overall, CACH has six (6) members with lived experience of homelessness, including three (3) who are currently without shelter.

**Developing CACH recommendations to City Council:**

At the October 15, 2019 meeting the Co-Chairs requested each subcommittee return to CACH with up to two (2) proposed recommendations for the City Council. At the November 5, 2019 meeting, the following subcommittee recommendations were adopted and are presented here in three (3) categories—immediate, mid-term, and long-term.

Immediate

- **1. Recommend two (2) additional ADA portable toilets with hand washing stations that are in a covered and well-lighted area, will be distributed throughout the downtown, and will be open 24/7.**

Problem	People experiencing homelessness do not have adequate access to public restrooms, especially at night.
Solution	Two (2) additional ADA portable toilets added to the downtown area that are open 24/7/365.
Gov’t Level	City
Estimated Cost	\$1,260 per month

Revenue	City General Fund
Community Engagement	Public comment at CACH and City Council meetings. Discussions with people experiencing homelessness, residents, business owners, and downtown visitors.

→ **2. Recommend that the Loudon Nelson Community Center restrooms remain open only to patrons of Loudon Nelson.**

Problem	Experience has shown that maintenance and supervision of restrooms at Loudon Nelson Community Center is prohibitively expensive when the restrooms are open to the general public.
Solution	Keep Loudon Nelson Community Center restrooms open to patrons only.
Gov't Level	City
Estimated Cost	NA
Revenue	NA
Community Engagement	Public comment at CACH and City Council meetings. Discussions with people experiencing homelessness, residents, business owners, and downtown visitors.

→ **3. Recommend that the City continue to help fund the 1220 River Street shelter program by supporting the County to write a new contract with the Salvation Army to continue services at the new location.**

Problem	There is not enough capacity in current shelter programs to meet growing need.
Solution	Support the County to continue to fund the goals of the 1220 River Street shelter, which includes 60 campsites, hygiene services, and transportation to and from the camp.
Gov't Level	City and County
Estimated Cost	\$280,320
Revenue	HEAP and/or Measure G Funds
Community Engagement	Public comment at CACH and City Council meetings. Interviews with people experiencing homelessness. Discussions with, residents, business owners, and visitors to Santa Cruz.

- **4. Recommend the creation of additional managed low-barrier, ADA accessible emergency shelter program(s) to be opened this winter, either in the City limits or with a shuttle service from the City to the shelter if outside City limits. We also recommend the shelter program include ongoing feedback with regular meetings between the management and the community.**

Problem	There is not enough capacity in current sanctioned campgrounds and safe sleeping programs to meet the need this winter.
Solution	Create an additional managed low-barrier, ADA accessible emergency shelter within the sphere of influence of the City
Gov't Level	City, County, and State
Estimated Cost	\$22,063 per month
Revenue	HEAP and/or Measure G Funds
Community Engagement	Public comment at CACH and City Council meetings. Interviews with people experiencing homelessness. Discussions with, residents, business owners, and visitors to Santa Cruz.

- **5. Recommend relocating the shuttle pick-up site for the Laurel Street shelter program to an indoor or sheltered location.**

Problem	The current shuttle pick-up site is unsheltered and exposes passengers to the elements.
Solution	Relocate the shuttle pick-up site to a location with suitable weatherproof covering with enough capacity for passengers while they wait for transportation.
Gov't Level	City and County
Estimated Cost	\$3,862 per month
Revenue	HEAP and/or Measure G Funds City General Fund
Community Engagement	Public comment at CACH and City Council meetings. Interviews with people experiencing homelessness. Discussions with, residents, business owners, and visitors to Santa Cruz.



→ **6. Recommend expanding CACH by one (1) individual member, with CACH determining the nomination criteria.**

Problem	There are varying levels of availability among current committee members to be involved in the work of CACH which limits our research capacity.
Solution	Add at least one (1) member to the committee.
Gov't Level	City
Estimated Cost	NA
Revenue	NA
Community Engagement	This recommendation is in part due to feedback from CACH meeting on November 5, 2019 when the public requested committee membership be increased by two (2).

Mid-Term

→ **7. Recommend the creation and implementation of additional shelter programs and include the input and feedback of management, the community, and organizations representing people experiencing homelessness.**

Problem	Improvement is needed regarding communication and coordination among stakeholder groups and shelter programs.
Solution	Incorporate input and feedback from stakeholder groups during creation and implementation of future shelter programs.
Gov't Level	City and County
Estimated Cost	NA
Revenue	NA
Community Engagement	Public comment at CACH and City Council meetings. Interviews with people experiencing homelessness. Discussions with, residents, business owners, and visitors to Santa Cruz.

→ **8. Recommend that the City Council fund a comprehensive community engagement program to include facilitated meetings across the community, and across demographics and constituents, with an independent or specially designated facilitator(s).**

Problem	Limited resources prevent CACH from executing a comprehensive community engagement plan.
Solution	To contract with a professional facilitator to design and execute a community engagement program on the topic of homelessness.
Gov't Level	City
Estimated Cost	Not to exceed \$30,000
Revenue	City General Fund
Community Engagement	Public comment at CACH and City Council meetings. Discussions with, residents, business owners, and visitors to Santa Cruz.

Long-Term

→ **9. Recommend the creation of one (1) RV sewage dumping site within the City limits.**

Problem	Sewage is disposed of inappropriately throughout the community.
Solution	Install at least one (1) RV sewage dumping site within the City limits. <ul style="list-style-type: none"> <li>Recently installed but unavailable until 2021 due to Water Department construction project at 1220 River Street.</li> </ul>
Gov't Level	City
Estimated Cost	\$32,000
Revenue	Public Works Enterprise Fund
Community Engagement	Public comment at CACH and City Council meetings. Discussions with RV owners, residents and business owners.

The recommendations included in this report reflect the initial research and inputs compiled by the CACH membership. CACH appreciates the opportunity to forward these recommendations to the City Council and trusts that City staff will, upon direction, determine how to expedite these actions, to the extent that funding is available. CACH intends to provide the City Council with its next status update in the month of January.

In closing, CACH requests that the City Council authorize action or provide guidance to CACH on each of the nine (9) recommendations contained herein. As a result of the City Council's motion at the November 26, 2019 City Council Meeting regarding the referral of the proposed camping ordinance for review and comment by CACH, it is our understanding that any recommendations

developed are to be returned to the City Council no later than the second meeting in January 2020. CACH will pursue this request as a top priority over the next seven (7) weeks.

FISCAL IMPACT: Contained within the Discussion section of this report.

Submitted by:

Candice Elliott  
Co-Chair

Taj Leahy  
Co-Chair

Attachments: CACH Meeting Minutes (July–November 2019)