

RENTAL HOUSING MEDIATION TASK FORCE

MINUTES

March 3, 2011

630 Garden Street

Santa Barbara, California, 93101

5:30 p.m.

1. CALL TO ORDER & ROLL CALL:

ROBERT BURKE	<u>X</u>	TRUDY PAUL	<u>X</u>
SILVIO DILORETO	<u>X</u>	BARBARA SMITH SHERRILL	<u>X</u>
JUSTIN DULLUM	<u>X</u>	ROGER SIMPSON	<u>X</u>
LYNN GOEBEL	<u>X</u>	SCOTT WEXLER	<u>X</u>
DANIEL HERLINGER	<u>X</u>	BRUCE WOLLENBERG	<u>X</u>

X = Present A = Absent E = Excused

Officers: Chair Barbara Smith Sherrill; Vice Chair Justin Dullum, Secretary Lynn Goebel

Staff Present: Andrea Bifano, Sr. Rental Housing Mediation Specialist

2. PUBLIC COMMENT:

The Rental Housing Mediation Task Force (RHMTF) was conducted in compliance with the standards set by the Americans with Disability Act. No members from the public were present to address the RHMTF on a particular issue.

3. APPROVAL OF MINUTES:

**Motion: To approve the Minutes of the December 2, 2010 meeting.**

Action: Wollenberg/Burke, 10/0/0.

4. OFFICER INTSTALLATION:

*Chair Barbara Smith Sherrill, Vice Chair Justin Dullum and Secretary Lynn Goebel:* The RHMTF Officers, Chair Barbara Smith Sherrill, Vice Chair Justin Dullum and Secretary Lynn Goebel, were elected at the RHMTF December 2, 2011 meeting and were installed at the March 3, 2011 RHMTF meeting.

5. CITY COUNCIL ANNUAL APPOINTMENTS TO BOARDS AND COMMISIONS:

A. *December 7, 2010 Appointment of Robert Burke, Tenant Category, and Reappointments of Bruce Wollenberg, Homeowner and Scott Wexler, Landlord:* Robert Burke was congratulated for his appointment, and Bruce Wollenberg and Scott Wexler were congratulated for their reappointments to the RHMTF.

B. *March 1, 2011 Special Recruitment Appointments:* On March 1, 2011, City Council appointed Meredith Furman to the RHMTF.

C. *April 2011 Semi-Annual Recruitment:* Chair Barbara Smith Sherrill stated that the City Clerk's Office would be conducting the Semi-Annual Recruitment in April. With five additional vacancies remaining on the RHMTF (two landlords, two homeowners, and one tenant), board members were encouraged to assist with recruitment.

6. RHMTF FUNDING FY 2011-2012:

*City of Santa Barbara Community Development Block Grant/Human Services:* Chair Barbara Smith Sherrill reported that on February 10, 2010, she and Andrea Bifano presented before the Community Development Human Services Committee (CDHSC) and requested the Program's annual funding. The RHMTF application requested \$108,410 from Community Development

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Block Grant Funds and \$30,000 in Human Services funds. The Chair further stated that the CDHSC would make their recommendations before City Council on March 22, 2011 in the amount of \$89,000 in Community Development Block Grant funds and \$22,000 in Human Service funds for the RHMTF. The Chair concluded by stating that the funds from the names sources would provide the majority of the program's needed operational costs.

6. CASELOAD REPORT AND MEDIATION TRAINING: (1 hour)

A. *December 2010, January and February 2011 Statistics:* Staff has distributed the statistical reports for January and February 2011.

B. *Mediations/Skills:* One mediation was held during the month of January. The skills utilized to reach resolution were discussed.

The mediation was facilitated by Mediators Lynn Goebel and Roger Simpson. The issue pertained to a Termination of Tenancy Notice. The parties to the mediation included the tenancy and her advocate and two landlord representatives. The skills utilized in the mediation included: Use of open ended questions, active listening, caucus, summarizing, and writing the agreement in neutral language. The mediation was successful and a Binding Settlement Agreement was written and signed by the parties at the conclusion of the mediation.

7. ANNOUNCEMENTS:

Chair Barbara Smith Sherrill announced that April 2011 was Fair Housing Month and the importance of education in the community in this regard.

8. ADJOURNMENT:

The meeting was adjourned at 7:00pm.