

RENTAL HOUSING MEDIATION TASK FORCE
 MINUTES
 MARCH 1, 2012
 DAVID GEBHARD PUBLIC MEETING ROOM
 630 GARDEN STREET

1. CALL TO ORDER & ROLL CALL:

The meeting was called to order by Chair Dullum at 5:30 p.m.

LEESA BECK	<u>X</u>	PARVANEH GIVI	<u>E</u>
DAVID BRAINARD	<u>E</u>	DAN HERLINGER	<u>E</u>
ROBERT BURKE	<u>X</u>	DAVID MCDERMOTT	<u>X</u>
CHRIS CASEBEER	<u>X</u>	TRUDY PAUL	<u>E</u>
SILVIO DILORETO	<u>X</u>	SCOTT WEXLER	<u>X</u>
MARTI FURMAN	<u>X</u>	BRUCE WOLLENBERG	<u>X</u>
JUSTIN DULLUM	<u>X</u>	LYNN GOEBEL	<u>E</u>

(X = Present A =Absent E = Excused)

Officers: Chair Justin Dullum, Vice Chair Lynn Goebel, Secretary Scott Wexler
 Staff Present: Andrea Bifano, Sr. Rental Housing Mediation Specialist

2. PUBLIC COMMENT:

No public comment.

3. APPROVAL OF MINUTES:

Motion: To approve the minutes of the February 2, 2012 meeting with the correction that Marti Furman was not at the meeting.

Action: Wollenberg/Beck, 8/0/0. (Brainard/Herlinger/Paul/Givi/Goebel excused absence. DiLoreto arrived late). Motion carried.

4. OFFICER INSTALLATION:

The elected RHMTF officers of the February 2, 2012 meeting were installed as follows: Justin Dullum Chair, Lynn Goebel Vice Chair, and Scott Wexler, Secretary. Their terms are scheduled to expire December 31, 2012.

5. RENTAL HOUSING MEDIATION TASK FORCE BUDGET AND PROGRAM CHANGES FOR FISCAL YEAR 2012-2013:

A. *Task Force discussion and recommendation to the City Council on position regarding stabilizing funding for the Rental Housing Mediation Task Force.* Robert Burke shared that he attended the February 9, 2012 City Council Budget Work Session and that the power point presentation highlighted the City's priorities for FY 2013. He stated that "providing stable funding for the RHMTF" was one of the goals listed. He then read a detailed statement that he prepared regarding the necessity and the basis for City general funding for the RHMTF. He stressed the need for the RHMTF Advisory Group to write a letter to City Council regarding obtaining permanent funding through the City's General Fund. Lengthy discussion ensued.

B. Grant Writing/Fund Raising Subcommittee; Justin Dullum, Silvio DiLoreto, Chris Casebeer, Parvaneh Givi and David McDermott:

- *Update on funding presentation to the Community Development/Human Services Committee:* Justin Dullum, Chair reported that he and Andrea Bifano presented before the Community Development/Human Services Committee on February 7, 2012, at 5:30 p.m. in the David Gebhard Public Meeting Room. In attendance at the funding presentation were mediators: Lynn Goebel, Vice Chair, Chris Casebeer and David McDermott. He stated that the presentation went well. Andrea Bifano added that the Community Development Human Services Committee recommended \$22,000.00 of Human Service funding which would go before City Council for approval on March 27, 2012. She further stated that the recommended amount reflected the committee's support, as Human Service funds were reduced by 11% and the funding for many programs was reduced accordingly.

Justin Dullum further reported that the subcommittee met on February 15, at 5:00 p.m. and discussed updates on grant applications and future efforts. The update included:

Hutton Parker Foundation:

The RHMTF application for the Hutton Parker Foundation was denied for the Spring cycle. The program was encouraged to reapply during the fall cycle designated for organizations that fall into the category of Children, Youth and Families, Civic and Community (includes housing) and Education, Transportation, Legal Assistance, Animal Related, Public Safety, Environmental Research, Zoos, Public Gardens. He added that August 1st, 2012 was the deadline date for the letter of inquiry.

Emergency Solutions Grants:

An application was submitted by staff during the month of February for the Emergency Solutions Grants program for homeless prevention. The interview before the County's grant committee is scheduled for March 8th at 10:00 a.m. at the County's Employee University.

Banks:

Chris Casebeer is pursuing an appointment with one of the local bank representatives for a philanthropic donation for the program. He stated he would provide an update at the next meeting.

C. Advocacy Subcommittee; Robert Burke, Leesa Beck, David Brainard and Chris Casebeer: Members met on Wednesday February 15, 2012 at 6:00 p.m. Robert Burke, Advocacy Chair, stated that the members had discussed the following concepts and potential request to City Council: a. Full program funding from the City's General Fund; b. Funding from the City's General Funds to be offset by money received through grant writing and fundraising efforts. Lengthy discussion ensued. No motion finalized.

D. *Mediation Training* Subcommittee; Leesa Beck and Lynn Goebel: They met on February 29, 2012 at 1:00 p.m. with staff and prepared a training for the March 1, 2012 Advisory Group meeting.

E. By-laws Subcommittee; Silvio DiLoreto, Bruce Wollenberg, Dan Herlinger, Robert Burke, and David McDermott: Silvio DiLoreto, By-laws Chair, stated they met on February 16th at 6:00 p.m. and were in the process of revising the by-laws. He added that additional work needed to be completed before presented to the Advisory Group.

6. CASELOAD REPORT AND MEDIATION TRAINING: (Mediation training 1hr)

A. *February 2012 Statistics*: The February statistics were discussed. Staff stated that they served approximately 100 unduplicated clients. Staff further shared that race and ethnicity would be part of future statistical reports. Chris Casebeer requested that staff bring zip code breakdown reports of areas served. Staff stated that the office computer program collects the various service zip codes for reporting purposes and would bring those reports to future meetings. Robert Burke stated that it would be good to make program presentations to various groups such as Chamber of Commerce, and to Carpinteria and Goleta City Councils. Staff replied that presentations are done to the various City Councils and to group. Further it would be good for the Task Force to decide together which groups they would like to present to.

B. *Mediations/Skills*: Case Review and Skills (per the Dispute Resolution Programs Act Guidelines): One mediation and the skills utilized during the mediation were discussed.

The Mediators to the Face-to-Face mediation were Justin Dullum and Bruce Wollenberg. Staff was present as well in addition to Robert Burke and David McDermott, whose roles were mediator trainees/observers. The skills utilized included summarizing, caucus and shuttle diplomacy.

The training subcommittee met with staff and created a training leaflet titled, "Getting the Parties to Talk Not Walk." The training document provided eight important tips to utilize in a mediation setting. The group had active discussion regarding the training leaflet and its content.

12. NEW BUSINESS:

None.

13. ANNOUNCEMENTS:

None.

14. ADJOURNMENT:

Motion: To adjourn the meeting at 7:30 p.m.

Action: Casebeer/Burke, 8/0/0. (Brainard/Herlinger/Paul/Givi/Goebel excused absence. Beck left before vote.) Motion carried.