



**CITY OF SANTA BARBARA  
RENTAL HOUSING MEDIATION BOARD**

**MINUTES**

SEPTEMBER 8, 2016

5:30 PM

DAVID GEBHARD PUBLIC MEETING ROOM

630 GARDEN STREET

SANTA BARBARA, CA 93101

[www.SantaBarbaraCA.gov](http://www.SantaBarbaraCA.gov)

**1. CALL TO ORDER & ROLL CALL:**

RICHARD AXILROD	<u>  X  </u>	JUSTIN DULLUM	<u>  X  </u>
LEESA BECK	<u>  X  </u>	RENE GOMEZ	<u>  X  </u>
DAVID BRAINARD	<u>  E  </u>	LYNN GOEBEL	<u>  E  </u>
ROBERT BURKE	<u>  X  </u>	DAN HERLINGER	<u>  X  </u>
CHRIS CASEBEER	<u>  E  </u>	BRUCE WOLLENBERG	<u>  X  </u>
SILVIO DILORETO	<u>  E  </u>	BRIAN SO	<u>  E  </u>
JEANA DRESSEL	<u>  E  </u>		

(X = Present    A = Absent    E = Excused)

**OFFICERS:** Chair Leesa Beck, Vice Chair Dan Herlinger, Secretary Brian So

**CITY COUNCIL LIAISON:** Cathy Murillo

**STAFF:** Andrea Bifano, Sr. Rental Housing Mediation Specialist

Joel Estrada, Rental Housing Mediation Specialist

**2. PUBLIC COMMENT:**

There was no public comment

**3. APPROVAL OF MINUTES:**

Minutes from the Regular Meeting of May 12, 2016.

**Motion:** To approve the Minutes of the Regular Meeting of May 12, 2016

**Action:** Herlinger/Dullum, 7/0/0. (Brainard, Casebeer, Diloreto, Dressel, Goebel, So, excused).  
Motion carried.

**4. ANNUAL RECRUITMENT FOR CITY COUNCIL ADVISORY GROUPS:**

**Recruitment begins September 6, 2016:**

A. Mediator terms scheduled to expire:

The following mediator terms will expire on December 31, 2016: Richard Axilrod, Lessa Beck, David Brainard, Silvio Di Loreto, Justin Dullum and Brian So.

B. Resignation deadline: Tuesday, September 20, 2016

Brian So. submitted his resignation to be effective at the end of his term on December 31, 2016, as he will be relocating to San Diego, California.

C. Application deadline: Tuesday, October 11, 2016, at 5:30 p.m.

D. Interviews by the City Council:

- Tuesday, October 25, 2016, at 4:00 p.m. (Estimated Time)
- Tuesday, November 1, 2016, at 4:00 p.m. (Estimated Time)
- Tuesday, November 15, 2016, at 6:00 p.m. (Estimated Time)

E. Appointments: Tuesday, December 6, 2016.

A discussion ensued regarding outreach to prospective RHMB applicants, including the need for more diversity on the Board.

5. **EDUCATION AND OUTREACH SUBCOMMITTEE:**

Presentation by Robert Burke.

Robert Burke tabled the presentation for a future date in 2017. Staff along with Lessa Beck, Lynn Goebel and Richard Axilrod agreed to meet with Mr. Burke during the month of October to discuss ideas related to education and outreach in the community.

6. **OUTREACH:**

Update

The *Renter's Rights Forum* was held on July 21, 2016 from 6:00 pm to 8:00 pm at the Faulkner Gallery at the Santa Barbara Public Library at 40 East Anapamu Street, Santa Barbara. It was sponsored by the Rental Housing Roundtable and CAUSE (Central Coast Alliance United for a Sustainable Economy). Andrea Bifano served on the Panel and presented the RHMP program at the forum. The forum was well attended by the public.

7. **CASELOAD REPORT AND MEDIATOR TRAINING:** *(1 hour of mediation training was provided in compliance with the Dispute Resolution Programs Act Guidelines)*

A. Statistics Fourth Quarter Report 2016 Fiscal Year End:

Staff provided a PowerPoint presentation on Fourth Quarter and Year-to-Date Reports for FY 2016 for all jurisdictions served by the Rental Housing Mediation Program: (City of Santa Barbara, City of Goleta, City of Carpinteria and the Unincorporated Areas of Santa Barbara County).

B. Mediator Training (per the Dispute Resolutions Programs Act):

Staff provided a PowerPoint presentation on Section 3622 (c)(10), *The Role and Participation of Attorneys and Witnesses in Dispute Resolution Proceedings*, and Section 3622 (c)(6), *Problem Identification and Disagreement Management Skills, Including Instruction in the Establishment of Priorities and Areas of Agreement and Disagreement, and the Management of Special Problems That Threaten the Process*.

- Mediation Case Review

Lessa Beck, Bruce Wollenberg and Justin Dullum facilitated a Face-to-Face Mediation held during the month of August 2016. Staff in attendance were Andrea Bifano and Joel Estrada. The parties included: The Tenant accompanied by two Attorneys from the California Rural Legal Assistance, and the Owner accompanied by an Attorney and two Property Managers. The mediation was successful and a Binding Settlement Agreement was written and signed by all of the parties. The mediators' skills utilized to reach the positive outcome were discussed with the group as part of the ongoing mediation training.

**8. ANNOUNCEMENTS:**

Robert Burke stated that he wanted to add two items onto the next RHMB Agenda for discussion. There was not a quorum, however, to make a motion on the items.

**9. ADJOURNMENT:**

**Meeting adjourned at 7:20 pm.**

**AMERICANS WITH DISABILITIES ACT:**

In compliance with the Americans with Disabilities Act, if you need special assistance to gain access to, comment at, or participate in this meeting, please contact the Rental Housing Mediation Program's (RHMP) office at (805) 564-5420. If possible, notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements in most cases.

**AGENDAS, MINUTES AND REPORTS:**

Copies of documents relating to agenda items are available for review in the RHMP Office at 630 Garden Street, and agendas and reports are posted online at the web address at the top of this agenda. Please note that online Staff Reports may not include some exhibits. Materials related to an item on this agenda submitted to the RHMP after distribution of the agenda packet are available for public inspection in the RHMP office located at: 630 Garden Street, Santa Barbara, California, during normal business hours.