

**BOARD MEMBERS:**

Dan Herlinger, *Chair*  
Bruce Wollenberg, *Vice Chair*  
Hector Sanchez, *Secretary*  
Richard Axilrod  
Cory Baker  
Robert Burke  
Dan Collie  
Evan D. Crook  
Jeana Dressel  
Justin Dullum  
Janet Eastman  
Rigoberto Gutierrez  
Dianne L. Kryter  
Michelle Roberson

**CITY COUNCIL LIAISON:** Oscar Gutierrez

**STAFF:**

Andrea Bifano, Sr. Rental Housing Mediation Specialist  
Joel Estrada, Rental Housing Mediation Specialist

**City of Santa Barbara**  
**RENTAL HOUSING MEDIATION BOARD**  
**MINUTES**  
**SPECIAL MEETING**  
**FEBRUARY 21, 2019**

5:30 P.M.

David Gebhard Public Meeting Room  
630 Garden Street  
[SantaBarbaraCA.gov](http://SantaBarbaraCA.gov)

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**CALL TO ORDER**

Vice Chair, Wollenberg called the meeting to order at 5:30 p.m.

**ROLL CALL**

Vice Chair Wollenberg, Secretary Sanchez, Board Members, Axilrod, Baker, Burke, Crook, Dressel, Eastman, Kryter and Roberson

Absent: Chair Herlinger, Board Members Collie, Dullum, Gutierrez

**STAFF PRESENT**

Andrea Bifano, Sr. Rental Housing Mediation Specialist  
Joel Estrada, Rental Housing Mediation Specialist

**GENERAL BUSINESS**

A. Public Comment:

No Public Comment.

B. Approval of Minutes:

**Motion:** Approve the minutes of the Rental Housing Mediation Board meeting of November 8, 2018, as submitted.

**Action:** Axilrod/Burke, 6/0/4. (Dressel, Eastman, Crook, Roberson abstain, Herlinger, Collie, Dullum, Gutierrez absent.) Motion carried.

## 1. **ANNUAL RECRUITMENT FOR CITY COUNCIL ADVISORY GROUP**

### A. City Council December 11, 2018 Appointments

Vice Chair Wollenberg announced the Board Members who were appointed by City Council:

- Vice Chair Wollenberg was reappointed
- Board Member Burke was reappointed
- Newly appointed Mediators:
  - Cory Baker
  - Janet Eastman
  - Rigoberto Gutierrez
  - Michelle Roberson

The newly appointed Mediators shared a little about their background and what interest brought them to the Board.

### B. Expired Terms/Resignations

Four Board Members were honored for their service. Mayor Murillo presented the certificates to the following Board Members:

- Lynn Goebel for 10 years of service
- Rene Gomez for 4 years of service
- Yuet (Connie) Ng for 1 year of service
- Jeremy Bassan for 1 year of service

## 2. **CASELOAD REPORT AND MEDIATION TRAINING** *(1 hour of mediator training was provided in compliance with the California Dispute Resolution Programs Act - Regulations)*

### A. Statistical Second Quarter and Year-to-Date Reports FY 2018 – 2019

- PowerPoint Presentation

Mr. Estrada reviewed a PowerPoint Presentation on the Second Quarter and Year-to-Date Program Activity Totals for FY 2018-2019. This included services provided to the residents of the City of Santa Barbara and contracted municipalities: City of Goleta and City of Carpinteria.

### B. Mediation Training

- Overview of Rental Housing Mediation Program (RHMP)

Ms. Bifano gave an overview of the Rental Housing Mediation Program, and provided an interactive mediation training per the California Dispute Resolutions Programs Act Regulations. Additionally, Ms. Bifano distributed a handout on *Roberts Rules of Order In a Nutshell* and the RHMB Bylaws for the Board to review.

### C. Training Certificates:

City Council Liaison Gutierrez, presented Mediation Training Certificates to the following Mediators:

- Dan Collie
- Evan D. Crook
- Dianne L. Kryter
- Hector Sanchez

### 3. **EDUCATION AND OUTREACH AD HOC SUBCOMMITTEE**

Board Member Burke, Chair of the Ad Hoc Subcommittee, gave an update on the video that is being created for the RHMP website. He suggested adding information to the video that would promote the Program's Spanish speaking services.

### 4. **ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**

Mr. Estrada announced that he would be leaving the City of Santa Barbara to take a position with the County of Santa Barbara. His last day with the Rental Housing Mediation Program would be March 7, 2019.

#### **Motion: To discuss the composition that makes up the Board**

Action: Burke/Wollenberg, 6/1/3. (Kryter no, Sanchez, Jeana, Axilrod abstained, Herlinger, Collie, Dullum, Gutierrez absent). Motion carried.

### 5. **ADJOURNMENT**

Vice Chair Wollenberg adjourned the meeting at 7:30 p.m.