

**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

City of Santa Barbara

RENTAL HOUSING MEDIATION BOARD

MINUTES

APRIL 11, 2019

5:30 P.M.
David Gebhard Public Meeting Room
630 Garden Street
SantaBarbaraCA.gov

CALL TO ORDER

Chair Herlinger called the meeting to order at 5:30 p.m.

ROLL CALL

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

Absent: Board Members, Burke, Collie, Crook, Eastman

STAFF PRESENT

Andrea Bifano, Sr. 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 **February 21, 2019**, as submitted.

Action: Dressel/Wollenberg 9/0/1. (Chair Herlinger abstain. Burke, Collie, Crook, Eastman absent.) Motion carried.

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

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

Chair Herlinger stated that the Third Quarter and Year-to-Date Reports FY 2018-2019 would be deferred until the next Board meeting to allow enough time for the mediation training.

B. Mediation Training

• **Training/Case Review**

Ms. Bifano led a Mock Mediation Role Play training per the California Dispute Resolutions Programs Act Regulations Section 3622 (d). *The practical training shall consist of a minimum of 10 hours, which shall include role plays of simulated disputes....* Following the conclusion of the role play exercise, each team shared the mediator skills they used for a successful outcome.

2. **SEMIANNUAL RECRUITMENT TO CITY COUNCIL ADVISORY GROUPS**

Chair Herlinger stated that the City Clerk's office was conducting their semiannual recruitment. He further shared that the recruitment for the Rental Housing Mediation Board was for one Landlord position. Please see the schedule outlined below:

- A. Resignation Deadline: Friday, April 13, 2018;
- B. Application Deadline: Tuesday, May 1, 2018, at 5:00 p.m.;
- C. Interviews by the City Council:
 - o Tuesday, May 15, 2018, at 4:00 p.m. (Estimated Time);
 - o Tuesday, May 22, 2018, at 4:00 p.m. (Estimated Time); and
 - o Tuesday, June 12, 2018, at 6:00 p.m.
- D. Appointments: Tuesday, June 26, 2018.

3. **RENTAL HOUSING MEDIATION PROGRAM FUNDING FY 2019-2020:**

City Council Hearing regarding the Community Development and Human Services Committee Funding Recommendation to be held on April 9, 2019 at approximately 6:00 p.m. at City Hall.

On April 9th Chair Herlinger represented the Rental Housing Mediation Program during the City Council's Evening Session Hearing held in Council Chambers at City Hall. He gave public comment in support of the Community Development Human Services Committee's (CDHSC) recommended funding of \$22,197 to the Program, which was approved by City Council. This amount represented an increase from the \$20,875 that the Program received last fiscal year.

4. DISCUSSION REGARDING THE COMPOSITION OF THE BOARD

Vice Chair Wollenberg to discuss the composition and the need to review Board bylaws.

Vice Chair Wollenberg suggested that Chair Herlinger form a subcommittee to analyze the composition of the fifteen member Board and the number of people per category, (five tenants, five landlords and five homeowners) to see if a change was needed. Discussion ensued. Board Member Roberson suggested that the Board consider changing the composition to four persons per category instead of five, and designate the remaining three positions at large. It was decided that the subject would be continued and placed on the Agenda for the next Board Meeting.

5. FAIR HOUSING MONTH

Fair Housing Proclamation to be declared by Mayor Murillo at the City Council meeting held on April 16, 2019 at City Hall.

Chair Herlinger stated that Ms. Bifano and Elizabeth Stotts, Fair Housing Officer, would accept the Fair Housing Proclamation on behalf of the Rental Housing Mediation and Fair Housing Programs of the City of Santa Barbara. Officers and Board Members were invited to attend and participate in the acceptance of the Proclamation.

6. OUTREACH

Update.

Board Member, Dullum, of the Education and Outreach Ad Hoc Subcommittee, reported that he had been working on the Program's informational video, and would share it at the next Board meeting.

7. RENTAL HOUSING MEDIATION SPECIALIST POSITION RECRUITMENT

Chair Herlinger shared that the applications for the Rental Housing Mediation Specialist position were in the review process.

8. ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

Chair Herlinger shared that Board Member Burke was out on Medical Leave and requested that his best regards be given to the Board. The Board reciprocated, and sent their get well wishes to Mr. Burke.

A Board regular meeting will be held on May 9, 2019.

9. ADJOURNMENT

Chair Herlinger adjourned the meeting at 7:30pm.