



CITY COUNCIL HOMELESS POLICY SUBCOMMITTEE

NOTICE OF REGULAR MEETING

9:00 a.m. – 11:00 a.m. ON SEPTEMBER 19, 2016
COUNCIL CHAMBERS, CITY HALL
100 SANTA ROSA AVE, SANTA ROSA, CA

AGENDA

	Item	Speaker
9:00	Call to Order Introductions Public Appearances for Matters not on Agenda	
9:15	Discussion/Possible Action	
	 • Homeless Services Strategy	Staff, Subcommittee
	 • Community Homeless Assistance Program Operating Guidelines	Staff, Subcommittee
	 • Draft Emergency Declaration Work Plan	Staff, Subcommittee
	• Public Comment	
11:00	Adjourn	

Next Meeting Date: October 17, 2016

Posted: September 15, 2016

Contact Kelli Kuykendall at (707) 543-3315 with any questions regarding the agenda.



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CITY OF SANTA ROSA

COMPREHENSIVE HOMELESS SERVICES STRATEGY

PURPOSE:

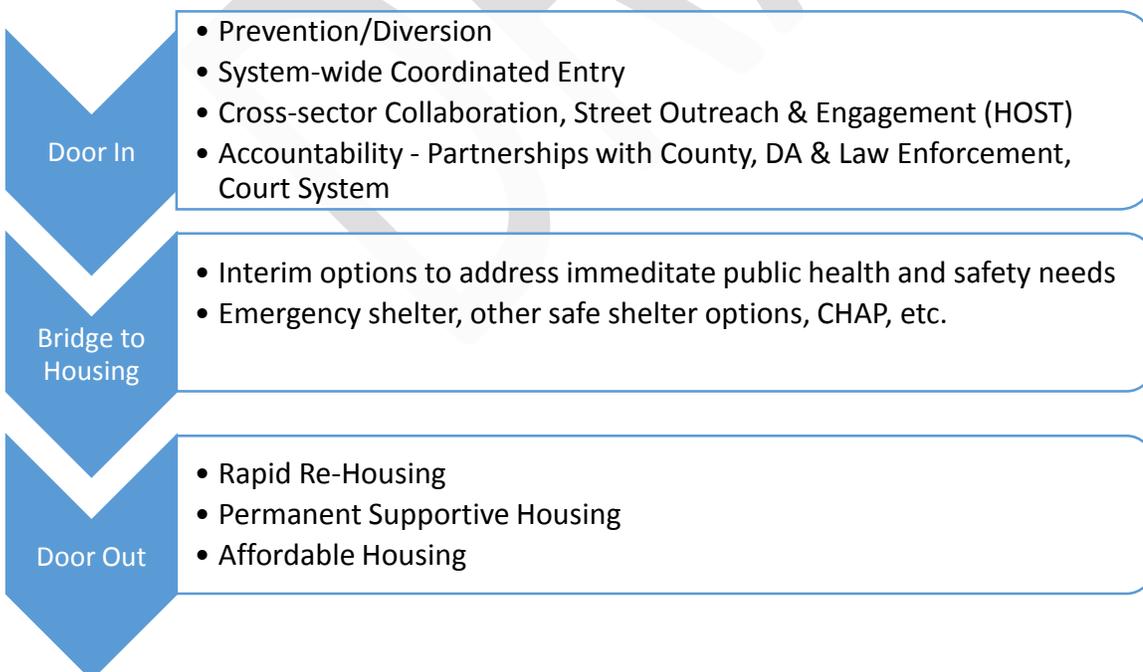
To adopt a comprehensive homeless services strategy, founded upon an evidence-based “Housing First” program model, with the goal of achieving “Functional Zero” within a reasonable period of time while addressing the immediate public health and safety needs of the unsheltered. Adoption of the comprehensive strategy will help to strengthen existing programs and will provide a framework for new initiatives.

STRATEGY SUMMARY:

The Homeless Policy Subcommittee is currently considering development and adoption of a comprehensive homeless services strategy. This strategy supports an evidence-based “Housing First” model, which according to the National Alliance to End Homelessness “is guided by the belief that people need basic necessities like food and a place to live before attending to anything less critical, such as getting a job, budgeting properly, or attending to substance use issues.” Housing First prioritizes providing permanent housing as a primary strategy for ending homelessness. A Homeless Emergency Declarations Work Plan has been drafted in conjunction with this strategy document which outlines initial, medium range, and long term steps for implementing the strategy.

Goal of “Functional Zero” as defined by the Homeless Policy Subcommittee: *The Santa Rosa community has a systematic response to ensure homelessness is prevented whenever possible, or is a brief and non-recurring experience with a goal of housing a person who has fallen into homelessness within 30 days while preserving the dignity of individuals and families.*

The Homeless Services Strategy aligns with the following three program areas. Programs have been implemented and are underway in each category.



BACKGROUND:

The Santa Rosa City Council established five specific priorities to better focus efforts derived from broad goals that were established for fiscal year 2015 through 2017. The first of these five priorities aims to reduce homelessness through a comprehensive strategy. In January 2016, recognizing the importance of this issue to the City and the broader community, Mayor Sawyer announced his appointment of Council Member Olivares (Chair), Vice Mayor Schwedhelm, and Council Member Combs to a Council Subcommittee on Homelessness. The City Manager also appointed staff from the Housing and Community Services Department to support the City's efforts related to homelessness.

The City is actively engaged in a range of efforts to prevent and end homelessness in our community. These include better coordination of services among key City departments, regional participation through the Sonoma County Continuum of Care, improving access to services through a Coordinated Entry system, sponsoring a street outreach team, the Homeless Outreach Services Team (HOST), and increasing the availability of shelter and housing options for the unsheltered.

On August 9, the Santa Rosa City Council formally declared a local homeless emergency. This move should give the City additional flexibility to address the homeless crisis. Furthermore, Council is hopeful that this action will rally community support for shared-based long-term solutions. The Subcommittee is currently evaluating a variety of activities to implement in connection with the declaration. These include the potential use of City facilities for shelter and private facilities for safe parking, the placement and maintenance of portable toilets, provision of temporary overnight shelter, a safe camping program, and other measures under an expanded Community Homeless Assistance Program (CHAP).

CITY OF SANTA ROSA

Community Homeless Assistance Program (CHAP) Guidelines

Purpose:

The intent of CHAP is to foster community solutions through cross sector collaborations with the goal of reducing the impacts of homelessness on the community and to better serve persons experiencing homelessness. CHAP shall align with the City's Comprehensive Homeless Services Strategy which supports an evidence-based "Housing First" model.

Summary:

CHAP allows property owners to use their properties or facilities, which meet the Zoning Code definition for "Meeting Facility, Public or Private" for a range of activities potentially to include safe parking, the placement and maintenance of portable toilets, provision of temporary overnight shelter, a safe camping program, and other measures such as increasing availability of bathroom facilities and storage for personal belongings.

General CHAP Guidelines:

This set of guidelines is intended to provide a framework for the development of appropriate ordinances for the Council's consideration. Staff of the Housing and Community Services Department (HCS) may propose additional or differing regulatory details as necessary or appropriate. Interested property owners will be required to contact HCS to determine eligibility, obtain information regarding CHAP guidelines, and complete a CHAP registration form prior to the provision of services.

Participating CHAP property owners will be required to be pro-active in communicating with the greater community, especially the immediately surrounding neighborhood and to provide all interested parties with clear instruction and information about contacting the owner with questions or concerns regarding the provision of services under CHAP. All participating owners will be required to coordinate services with HCS and the Homeless Outreach Services Team (HOST), including participation in the Coordinated Entry system.

In addition, property owners will be required to ensure compliance with the additional following guidelines:

Safe Parking

- Adequate and sanitary bathroom facilities and garbage disposal services must be available on-site.
- Access to heating facilities for all participants, as needed.
- Adequate measures and monitoring to ensure on-site safety and security and well-being of the neighborhood.
- Adherence to the City's noise ordinance (City Code Chapter 17-16).
- Possession or use of illicit drugs and alcohol, and the possession of weapons is strictly prohibited on-site. Behavior-based program models with no sobriety or drug-testing requirements are acceptable.
- Compliance with the City's smoking ordinance (City Code Chapter 9-20).
- Ensure facility grounds are adequately maintained and free of trash and debris; storage of participants' belongings shall be placed out of public view.
- No open fires or outdoor cooking by participants.
- The owner will promptly bring law enforcement matters to the attention of the Santa Rosa Police Department.
- Designated safe parking spaces are for sleeping in a vehicle only and limited to the hours assigned by the property owner.

Placement and Maintenance of Portable Toilets, including Access to Existing Bathroom Facilities

- Facilities shall be serviced and cleaned on a regular basis.
- Garbage disposal services must be available on-site.
- Adequate measures and monitoring to ensure no unintended use of the facilities, on-site safety and security, and well-being of the neighborhood, including compliance with the City's noise ordinance and smoking ordinance.
- The possession or use of illicit drugs and alcohol, and the possession of weapons is strictly prohibited on-site.
- Adequate measures to prevent potential spills in the event a portable toilet is tipped over.
- The owner will promptly bring law enforcement matters to the attention of the Santa Rosa Police Department.

Provision of Temporary Overnight Shelter

- Adequate and sanitary bathroom facilities and garbage disposal services must be available on-site.
- Access to heating facilities for all participants, as needed.
- Adequate measures and monitoring to ensure on-site safety and security and well-being of the neighborhood.
- Adherence to the City's noise ordinance (City Code Chapter 17-16).

- The possession or use of illicit drugs and alcohol, and the possession of weapons is strictly prohibited on-site. Behavior-based program models with no sobriety or drug-testing requirements are acceptable.
- Compliance with the City's smoking ordinance (City Code Chapter 9-20).
- Ensure facility grounds are adequately maintained and free of trash and debris; storage of participants' belongings shall be placed out of public view.
- No open fires or outdoor cooking by participants.
- The owner will promptly bring law enforcement matters to the attention of the Santa Rosa Police Department.
- The number of persons shall not exceed the permitted occupancy for the building.
- Coordination of an occupancy inspection with Fire Department prior to hosting or providing these services.
- Provide a list of locations and number of people housed at each designated location so responders have an idea of the approved use in advance of emergency service needs at the facility.
- Maintain Fire Department access to the structure interior and around the exterior.
- Ensure any and all on-site fire protection equipment is currently tested, serviced as needed and up-to-date, possibly provide a fire watch at the site as needed.
- Site shall provide smoke/carbon monoxide detection in all sleeping areas for early notification of fire conditions to the occupants if building is not equipped with such devices.

Safe Camping

- Adequate and sanitary bathroom facilities and garbage disposal services must be available on-site.
- Access to heating facilities for all participants, as needed.
- Adequate measures and monitoring to ensure on-site safety and security and well-being of the neighborhood.
- Adherence to the City's noise ordinance (City Code Chapter 17-16).
- The possession or use of illicit drugs and alcohol, and the possession of weapons is strictly prohibited on-site. Behavior-based program models with no sobriety or drug-testing requirements are acceptable.
- Compliance with the City's smoking ordinance (City Code Chapter 9-20).
- Ensure facility grounds are adequately maintained and free of trash and debris; storage of participants' belongings shall be placed out of public view.
- No open fires or outdoor cooking by participants.
- The owner will promptly bring law enforcement matters to the attention of the Santa Rosa Police Department.
- The number of persons shall not exceed 30 or the number permitted by the City for each designated site.
- Provide a list of locations and number of people housed at each designated location so responders have an idea of the approved use in advance of emergency service needs at the site.

- Maximum length of stay is limited to 180 days per person.

Storage for Personal Belongings

- Adequate measures and monitoring to ensure no unintended use of the facilities, on-site safety and security, and well-being of the neighborhood, including compliance with the City's noise ordinance and smoking ordinance.
- The possession or use of illicit drugs and alcohol, and the possession of weapons is strictly prohibited on-site.
- No queuing and/or loitering within a one-block radius of the premises.
- Ensure facility grounds are adequately maintained and free of trash and debris; storage of participants' belongings shall be placed out of public view.
- Adequate measures to avoid storing of contraband such as drugs and weapons.
- The owner will promptly bring law enforcement matters to the attention of the Santa Rosa Police Department.

CITY OF SANTA ROSA**Homeless Emergency Declarations Work Plan****Initial Steps**

- City Council adopt Comprehensive Homeless Services Strategy
 - Based on Housing First program model
 - Supporting Coordinated Entry
 - To provide framework for existing programs and new initiatives
- Renew 2015 Community Homeless Assistance Pilot Program, as is, as an interim measure
- Direct development of an expanded Community Homeless Assistance Program (CHAP)
 - Safe parking
 - Placement and maintenance of portable toilets
 - Temporary overnight shelter
 - Safe camping
 - Other measures – storage for personal belongings, bathroom facilities
- City Council pursues a direct partnership with local jurisdictions, primarily the County of Sonoma, to expedite the development of a regional homeless service work plan to achieve functional zero
- Catalog and identify potential public facilities suitable for shelter to include inventory of public bathrooms. Develop work plan and budget accordingly
- Evaluate potential new initiatives. Develop work plan and budget accordingly
 - Low barrier shelters
 - Landlord incentives
 - Accountability
- Evaluate additional public and private resource partnerships to provide affordable housing in coordination with the City's Housing Action Plan currently underway

Medium Range Steps

- Complete CHAP code amendments for permanent solution
- Implement use of public property, if and as deemed appropriate by Council
- Implement new homeless services initiatives, if and as deemed appropriate by Council
- Evaluate removing barriers to produce affordable housing in coordination with the City's Housing Action Plan currently underway
- Continue partnership with the Santa Rosa Homeless Collective
- Continue to strengthen the existing Rapid Re-Housing Program efforts
- Align contracts with Comprehensive Homeless Services Strategy.

Long Term Steps

- Secure new, permanent resources to provide affordable housing in coordination with the City's Housing Action Plan currently underway
- Solidify partnership with Sonoma County, courts and District Attorney
- Achieve Functional Zero

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