



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Meeting Agenda Community Meetings

Wednesday, June 17, 2026

5:30 PM

Town Hall, 363 N. Main Street

Prop 47 Local Advisory Committee

MEETING CALLED TO ORDER

ROLL CALL

COMMITTEE MEMBERS PLEASE TAKE NOTICE

Committee Members are reminded that pursuant to the Council policy regarding use of electronic devices during public meetings adopted on November 28, 2022, all cell phones are to be turned off and there shall be no electronic communications during the meeting. All e-communications such as texts or emails from members of the public received during a meeting are to be forwarded to the City Clerk after the meeting is adjourned.

1. APPROVAL OF MINUTES

[26-131](#) Approve Minutes of the Prop 47 Local Advisory Committee Meeting on February 10, 2026.

Attachments: [Prop 47 LAC 2026-02-10](#)

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

3. CONDUCT OF BUSINESS

3A. [26-132](#) Committee Vote to Add Lt. Brandon Lee to the Committee as a Representative of MCSO

3B. [26-287](#) Committee Discussion and Vote to Remove Absent Members from the Committee per Bylaws Article III, Section 4

3C. [26-135](#) Report of Feasibility of Adding a Committee Member Actively Experiencing Homelessness.

3D. [26-286](#) Committee Discussion and Vote to Amend Bylaws Article V, Section 1

Attachments: [Prop 47 Local Advisory Committee Bylaws](#)

3E. [26-133](#) Report on Transitional Bed Utilization and Pilot Program to Reduce Requirements for Transitional Beds

3F. [26-136](#) General Grant Progress Update

ADJOURNMENT

STATE OF CALIFORNIA)
)ss.
COUNTY OF MENDOCINO)

I declare, under penalty of perjury, that I am employed by the City of Fort Bragg and that I caused this agenda to be posted in the City Hall notice case on Friday June 12, 2026.

Jennifer Ponts
Social Services Liaison

NOTICE TO THE PUBLIC

DISTRIBUTION OF ADDITIONAL INFORMATION FOLLOWING AGENDA PACKET DISTRIBUTION:

- *Materials related to an item on this Agenda submitted to the Council/District/Agency after distribution of the agenda packet are available for public inspection in the lobby of City Hall at 416 N. Franklin Street during normal business hours.*
- *Such documents are also available on the City of Fort Bragg’s website at <http://city.fortbragg.com> subject to staff’s ability to post the documents before the meeting*

ADA NOTICE AND HEARING IMPAIRED PROVISIONS:

It is the policy of the City of Fort Bragg to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities.

If you need assistance to ensure your full participation, please contact the City Clerk at (707) 961-2823. Notification 48 hours in advance of any need for assistance will enable the City to make reasonable arrangements to ensure accessibility.

This notice is in compliance with the Americans with Disabilities Act (28 CFR, 35.102-35.104 ADA Title II).



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 26-131

Agenda Date: 3/18/2026

Version: 1

Status: Business

In Control: Community Meetings

File Type: Committee Minutes

Agenda Number:

Approve Minutes of the Prop 47 Local Advisory Committee Meeting on February 10, 2026.



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Meeting Minutes Community Meetings

Tuesday, February 10, 2026

6:00 PM

Town Hall 363 N. Main Street

MEETING CALLED TO ORDER

Chair Police Chief Swift opened the meeting at 6:00 PM.

ROLL CALL

Present are Chair Police Chief Eric Swift, Supervisor Bernie Norvell, Supervisor Ted Williams, Mayor Jason Godeke, Cassandra Robbers, Father Rob Torcynski, Pastor Randy Knutson, Rachelle Sutherland, Bernadette Rafanan.

Absent are Deputy District Attorney Eloise Kelsey, Dr. Barbara Killian, Enriqueta Villalpando.

- 1A. [26-63](#) Approve Minutes from Prop 47 Local Advisory Committee Meetings on March 18, 2025 and September 17, 2025

Randy Knutson motions with an amendment, Supervisor Ted Williams seconds the motion. Minutes are approved as amended.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

3. CONDUCT OF BUSINESS

- 3A. [25-260](#) Receive Update on Grant Progress

Updates on the Care Response Unit's Prop 47 Program:

Social Service Liaison Mellisa Johnson and Captain Thomas O'Neal presented for the Care Response Unit.

The Social Services Liaison presented a program update covering its progress over the past fifteen months. She provided information on the outreach work conducted by the Care Response Unit (CRU) in Mendocino at one of the churches in partnership with Mendocino Coast Hospitality Center (MCHC). The Liaison discussed individuals' hesitancy to engage with CRU and MCHC, largely due to unwillingness to travel to Fort Bragg for services or a general disinterest in engaging in services.

The Liaison also reviewed statistics and data regarding client engagement with CRU and MCHC and clarified the distinction between stabilization beds and transitional beds.

CRU pays for 6 beds at Hospitality Center Transitional Housing(HCTH), but has struggled to fill

all 6 beds as people are hesitant to join the program with its current parameters. There are currently 2 out of the 6 beds filled.

CRU staff continued the discussion, explaining that when the program first launched, it was structured as a work-based initiative. Since then, adjustments have been made to better support individuals who are unable to work due to disability or who require additional time to stabilize following sobriety or release from incarceration.

CRU staff further explained that mental health remains an ongoing barrier for many individuals seeking employment, housing, or services. As a result, the program has been modified to provide more individualized case management for participants facing ongoing challenges.

CRU highlighted five success stories from the past year, featuring participants who have either graduated from the program or made significant progress since enrolling.

Open Discussion / Questions from the Committee:

A committee member asked whether individuals who are not ready to enter the program or seek employment while participating are simply not ready, and whether CRU may be pushing too much too soon. CRU responded that it depends on the individual, as some participants struggle with Substance Use Disorder (SUD), others with mental health challenges, and many with a combination of both. CRU also noted that some individuals pursue Social Security benefits, as that pathway may feel more attainable to them.

A committee member asked County law enforcement what has made their department successful in connecting with individuals in Mendocino. County law enforcement responded that while they would not characterize their efforts as highly successful, they have found that implementing increased compassion and maintaining more regular contact has helped build rapport and trust within the community.

A committee member asked whether deputies and police officers experience similar challenges with individuals who are unwilling to engage with services. CRU responded that some individuals are unwilling to engage not only with law enforcement, but with any type of service provider, and there have been instances where individuals refuse medical services and homeless services as well.

A committee member asked what percentage of individuals participating in the program have only mental health challenges without SUD. CRU responded that additional data would need to be obtained from MCHC, and emphasized that it is important to consider the impact of early-life trauma and experiences that occur while living unsheltered when evaluating those distinctions.

A committee member asked where the nearest rehabilitation facility is. CRU responded that the closest option is located in Ukiah. However, CRU noted that, when appropriate, utilizing facilities farther from an individual's home community can be beneficial, as increased distance may reduce environmental triggers and the likelihood of leaving treatment prematurely or returning to substance use.

A committee member asked how the different types of beds are utilized and why beds may remain vacant if individuals need them. CRU responded that bed utilization policies can be discussed and adjusted as appropriate; however, while CRU aims to ensure access, beds must also be preserved for their intended purposes, including stabilization and transition.

The committee expressed concern that there are empty beds at Hospitality Center Transitional Housing that are not being utilized when Prop 47 program enrollment is low, and asked how those beds could be made available in the event of an emergency involving someone not participating in the Prop 47 program. CRU responded that this is open for discussion and collaboration, and that if Hospitality House or the Center has an emergency need, unused beds could be made available at that time to ensure resources are utilized effectively while still maintaining the integrity of the program.

The discussion then shifted to the Extreme Weather Shelter (EWS), including CRU's history of operating the program and the submission of the Homeless and Housing Assistance Program (HHAP) grant proposal. The conversation also covered how the EWS program functions, outlining its operational parameters and the client intake process, and reasons for some people's hesitancy to utilize the EWS program.

Closing remarks included a discussion of what the committee would like to review at the next meeting, including requested data and potential program adjustments. CRU reminded the committee that adjusting the program based on committee feedback was part of the grant program. CRU also asked that the committee review the published Grand Jury Report to view the data that was submitted already.

A committee member requested that options be presented outlining how the program could be adjusted to remove employment requirements for certain individuals and what those changes might look like. CRU agreed to outline a pilot program to bring back to the next LAC meeting on how the adjustments would work, and if anyone is willing to accept the program with the new, lessened requirements.

A committee member would also like to see numbers on how many clients or potential clients are in the County and not in Fort Bragg.

A committee member also wanted to know how many individuals have been turned away or denied space at HCHT because of the fact Hospitality Center was unable to use the empty CRU beds.

The meeting concluded with a discussion of the distinction between transitional homelessness and chronic homelessness, and the importance of addressing each differently based on individual needs and circumstances.

ADJOURNMENT

Chair Police Chief Swift ended the meeting at 7:12 PM.



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 26-132

Agenda Date: 3/18/2026

Version: 1

Status: Business

In Control: Community Meetings

File Type: Staff Report

Agenda Number: 3A.

Committee Vote to Add Lt. Brandon Lee to the Committee as a Representative of MCSO



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 26-287

Agenda Date: 6/17/2026

Version: 1

Status: Business

In Control: Community Meetings

File Type: Staff Report

Agenda Number: 3B.

Committee Discussion and Vote to Remove Absent Members from the Committee per Bylaws
Article III, Section 4



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 26-135

Agenda Date: 3/18/2026

Version: 1

Status: Business

In Control: Community Meetings

File Type: Staff Report

Agenda Number: 3C.

Report of Feasibility of Adding a Committee Member Actively Experiencing Homelessness.



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 26-286

Agenda Date: 6/17/2026

Version: 1

Status: Business

In Control: Community Meetings

File Type: Staff Report

Agenda Number: 3D.

Committee Discussion and Vote to Amend Bylaws Article V, Section 1

PROPOSITION 47 LOCAL ADVISORY COMMITTEE BYLAWS

ARTICLE I: NAME AND PURPOSE

Section 1. Name

The official name of this body shall be the Fort Bragg Proposition 47 Local Advisory Committee ("LAC").

Section 2. Purpose

The purpose of the LAC is to advise on the planning, implementation, oversight, and evaluation of Proposition 47-funded programs. Passed by California voters in 2014, Proposition 47 reclassified certain nonviolent offenses from felonies to misdemeanors, with the goal of reducing incarceration and redirecting the resulting state savings into prevention and rehabilitation services. The LAC is committed to ensuring that such programs effectively address mental health challenges, substance use disorders, and reduce recidivism in the community by investing in community-based services and supports. The LAC provides a forum for community engagement, transparency, and accountability in the use of Prop 47 funds.

ARTICLE II: AUTHORITY

The LAC is established under the authority of the Fort Bragg Police Department governing body and operates in accordance with the requirements of the California Board of State and Community Corrections (BSCC) Proposition 47 grant program. These bylaws govern the structure and function of the LAC.

ARTICLE III: MEMBERSHIP

Section 1. Composition

Membership shall be comprised of a diverse representation of stakeholders, including but not limited to:

- Local government representatives (e.g., city council, mayor's office)
- Behavioral health and public health agencies
- Law enforcement and criminal justice agencies
- Education and youth services
- Community-based organizations
- Faith-based organizations
- Individuals with lived experience in the criminal justice system or with substance use disorders
- Advocacy groups
- Members of the general public

Section 2. Appointment and Terms

Members shall be appointed by the Fort Bragg Police Department and the Care Response Unit (CRU) Team. Community representatives are selected through an open application process to ensure diverse and inclusive participation. Terms of service shall be the length of the Prop 47 Cohort 4 funding cycle (ending June 30, 2028), with the possibility of reappointment for additional terms.

Section 3. Number of Members

The LAC shall consist of no greater than 14 voting members.

Section 4. Resignation and Removal

A member may resign at any time by written notice. A member may be removed by majority vote of the LAC for reasons including, but not limited to, conflict of interest violations, conduct detrimental to the purpose of the committee, or failure to attend 2 meetings in a row without prior approval.

Section 5. New Member Approval

Vacancies on the committee may be filled upon recommendation by the CRU team or by any current standing member of the committee. The names of prospective appointees shall be placed on the agenda for the next regularly scheduled committee meeting and made available to the public in accordance with applicable notice requirements. Appointments shall be subject to approval by a 50% majority vote of the full committee membership.

ARTICLE IV: OFFICERS

Section 1. Officers

The officers of the LAC shall include a Chairperson and a Vice-Chairperson.

Section 2. Duties

- Chairperson: The Chairperson will be a Representative of the Fort Bragg Police Department, and will preside over all meetings, set agendas in collaboration with staff, and serve as the official spokesperson.
- Vice-Chairperson: The Vice-Chairperson will be a Representative of the City of Fort Bragg and will assist the Chairperson and preside in their absence.
- Members: Actively participate in meetings and subcommittees. Provide input on program planning and evaluation. Engage with the community to gather feedback and disseminate information.

ARTICLE V: MEETINGS

Section 1. Frequency

The LAC shall meet quarterly, ~~on the third Wednesday of~~ during the last month of the quarter, ~~on a day determined by the Chair and agreed upon by the Committee~~. Special meetings may be convened as needed.

Section 2. Rescheduling

If a regularly scheduled quarterly meeting must be rescheduled, the Chair may set a new meeting date within the same quarter, with the concurrence of the Committee. Notice of the revised date shall be provided to all members as far in advance as practicable. All rescheduled meetings shall comply with the notice and agenda posting requirements of the Brown Act.

Formatted: Font: Not Bold

Section **23**. Ad Hoc and Special Meetings

The Chair of the LAC may convene a special meeting. Written notice must be served at least 24 hours in advance. Only items included in the written notice may be discussed or considered.

Section **34**. Notice and Public Access and Brown Act Requirements

All meetings shall be conducted in accordance with the Brown Act. Notice of meetings and agendas shall be posted publicly at least 72 hours in advance.

Section **45**. Quorum

A quorum shall consist of a simple majority of the current-voting members. No official business may be conducted without a quorum. Decisions on new members or amendments to the bylaws shall be made by majority vote of members present, provided a quorum is met. If a quorum is not present, the Chair may adjourn and reschedule the meeting or proceed with informational discussions only, with no formal actions taken.

Section **56**. Voting

Each LAC member has one vote. Authorized designees may vote on behalf of a member only in the absence of the principal member and if they have been identified by the member in written correspondence addressed to the Chair and LAC members. Action may be taken by a majority vote of those present and by not less than a majority of the quorum.

Section **67**. Reporting

The LAC shall oversee and contribute to the preparation of all required Proposition 47 reports to the California Board of State and Community Corrections (BSCC). This includes ensuring transparency and community input in the development of progress reports, data collection, and outcome evaluation.

Section **78**. Report Schedule

Reports will be created by Captain Thomas O'Neal and the Care Response Unit (CRU) and will be provided to the LAC. Reports must be submitted in accordance with the BSCC's prescribed timeline, which includes:

- Quarterly Progress Reports: Due at the end of each quarter, detailing implementation progress, budget expenditures, challenges, and qualitative and quantitative data.
- Annual Outcome Reports: Summarizing overall program impact, participant outcomes, and effectiveness of funded services.
- Final Grant Report: Due at the end of the grant cycle, encompassing comprehensive performance data, lessons learned, and sustainability plans.

Section **89**. Public Availability

All reports submitted to the BSCC shall be made available to the public on the City of Fort Bragg website, and their submission will be acknowledged in LAC meetings.

All committee meetings shall be open to the public. Members of the public are welcome to attend, ask questions, and provide input during designated public comment periods in accordance with the committee's meeting procedures.

ARTICLE VI: SUBCOMMITTEES

Subcommittee members shall be drawn from the LAC membership and may include non-members with relevant expertise. Each subcommittee shall have a designated chair approved by the LAC.

ARTICLE VII: CONFLICT OF INTEREST

Members shall disclose any actual or potential conflicts of interest and abstain from voting or participating in discussions where a conflict exists. All members shall comply with applicable ethics and conflict of interest laws and regulations.

ARTICLE VIII: ATTENDANCE REQUIREMENTS

Members are expected to attend all scheduled meetings. Participation is essential to fulfilling the advisory responsibilities of the LAC. Failure to attend 2 meetings in a row without prior approval will result in removal from the committee.

ARTICLE XI: COMMUNITY ENGAGEMENT AND TRANSPARENCY

Section 1. Community Input

The LAC shall provide opportunities for community feedback, including at least one community listening session annually, to gather public input on the effectiveness of Proposition 47-funded initiatives.

Section 2. Public Reporting

Summaries of public input and committee responses shall be posted on the City of Fort Bragg website and made available upon request.

Section 3. Accessibility

Meetings and materials shall be made accessible to individuals with disabilities and, when possible, include language access resources.

ARTICLE XIV: EVALUATION AND SELF-ASSESSMENT

Section 1. Annual Review

The LAC shall conduct an annual self-assessment to evaluate member participation, committee effectiveness, community impact, and progress toward program goals.

Section 2. Findings Report

A summary of the self-assessment findings shall be presented during the first meeting of the following calendar year and included in the public record.

Article XV: Adoption and Amendments

Section 1. Amendments

Proposed amendments to the bylaws shall be included on the agenda of the next regularly scheduled committee meeting and shall be subject to a vote by the committee. Adoption of any amendment shall require approval by a 50% majority of the full committee membership.

Section 2. Adoption

These bylaws shall become effective upon adoption by the LAC.



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 26-133

Agenda Date: 3/18/2026

Version: 1

Status: Business

In Control: Community Meetings

File Type: Staff Report

Agenda Number: 3E.

Report on Transitional Bed Utilization and Pilot Program to Reduce Requirements for Transitional Beds



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 26-136

Agenda Date: 3/18/2026

Version: 1

Status: Business

In Control: Community Meetings

File Type: Staff Report

Agenda Number: 3F.

General Grant Progress Update