



City of Fort Bragg

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Meeting Minutes Community Meetings

Wednesday, September 17, 2025

5:30 PM

Town Hall

Local Advisory Committee Prop 47

MEETING CALLED TO ORDER

Captain O'Neal called the meeting to order at 5:30 p.m.

ROLL CALL

Dr. Barbara Killian	Absent
Bernadette Rafanan	Present
Supervisor Bernie Norvell	Absent
Cassandra Robbers	Absent
ADA Elouise Kelsey	Absent
Mayor Jason Godeke	Present
Chief Neil Cervenka	Present
Queta Villalpando	Present
Rachelle Sutherland	Present
Pastor Randy Knutsen	Present
Father Rob Torczynski	Present
Supervisor Ted Williams	Present

1. APPROVAL OF MINUTES

None.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

3. CONDUCT OF BUSINESS

3A. [25-258](#) Receive Report on Recommended Committee Bylaws

Mellisa Johnson provided an overview of new committee bylaws with emphasis on total number of committee members on board (14) and the requested removal of members who miss 2+ meetings. In addition, the recommendation of new members will require 50% majority vote. Meetings will be held quarterly on the 3rd Wednesday of the month. Question: Randy inquired about holiday conflicts with scheduled meetings. Answer: date can be moved if inconvenient for multiple members. Discussion: further discussion about holidays landing on a 3rd Wednesday. Suggestion made that date can be moved a few days or a week from intended date. Expressed

concern about quarterly meetings not being frequent enough. Comments about Most LAC meetings in other locations occurring quarterly with explanation that time in between meetings is sufficient for observing changes made. Rob T asked about the process of recommending new board members to the committee and suggested asking someone from the homeless community to become a member. The brown act and selection were mentioned with comment that there would be no issue, though whoever joined, would need to be comfortable with the publicity of meeting information. **3A Approved.**

3B. [25-259](#) Receive Recommendation to add Committee Member from Mendocino County Sheriff's Office

Name of recommended committee member not listed in meeting agenda. No Questions. No Vote. **3B Not Approved**

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

Update on grant approval: Grant reporting and local evaluation, method of measuring success. Vehicle purchase approval. Point Arena city counsel asking for assistance. intention to assist by October but could be delayed. Question: Prop 27: Member asked about bed locations. Answer: Hospitality center and Harrison Street. Comment bed status of babies. Answer: Babies do not count towards bed counts. Discussion: 75 active participants as of end of June, seeking housing, employment, or both. Discussion how to assist homeless community in Mendocino. Comment twice a week outreach in Mendocino. Relationships take time to build. Most services are located in the city of Fort Bragg, a barrier to those residing outside the city limits. Transportation assistance being assessed. Convincing people there are resources and services to help is an ongoing issue. Discussion: In process of learning how to best serve individuals out of rehab. New addition of a 2 week orientation to aid transition. Discussion: prop 47 heads up referrals, back and forth response regarding which cities/towns can take new clients. As participants of prop 47, Fort Bragg is set to take people in. Issue with state parks. Plateau housing receiving homeless residents from inland who score higher as high risk. Coast homeless residents are scoring lower, which could be due to uncomfortably in meetings. Mentioned potential assistance via briefings so individuals are familiar with the process before walking in. Could help with coastal homeless population housing placement. Question: How to approach someone who is homeless and what language can aid comfortability. Answer: relational approach beginning with the first week of contact. Allow individual to tell their story. Team tailors to the individuals preferences. Comment: Mendocino Pastor comments on process of having Mellisa and team travel to Mendocino to help and that these efforts help people see that they are Ok. No one is there to get them in trouble. Question: Do clients at the Hospitality Center follow Hospitality or prop 47? Answer: Hospitality Center is the direct service provider coordinating all services. Hospitality monitors overall case plans with primary focus on volunteering and work. Discussion: member comments about wanting to help elder homeless resident and what can be done to assist. Response: Resources will be exhausted to aid elder homeless residents. Motel rooms, housing assistance, ebt, and other services will be offered. If the elder homeless resident does not want help, adult protective services will be the next step. If adult protective services are unsuccessful, they will step out and RCS will be brought in. There will be repeated contact after the 1st contact is made. Question: Do we have enough low-income housing on the coast? How to help find local housing. Crisis and relapse, cyclic. Response: agree but cannot be answered. Question: 4/6 beds used .How many are offered? Response: 4-6 accepted waiting on 2 in process. Question: If relapse occurs are participants

automatically kicked out of the program? Response: No, participants are not kicked out of the program. There is a 30 day minimum reset period. In the case that a participant relapses, a bed will be held for them while they are at a different facility. Struggles are expected. Question: What about people who are not in crisis and are not a danger to others or themselves. How are they assisted? Response: Mobile crisis team, crisis hotline, and onsite responders can evaluate. Follow ups are required for those not in crisis. Comment Team funding is intended to reduce law enforcement contact with homeless and mentally ill. Public Comment: prop 47 client comments on the level of support and care they have received, and feeling of safety from program. Many thanks and gratitude is expressed. Prop 47 client recently gave birth and brings attention to Hospitality Center's rules regarding the prohibition of family members and friends from entering the building. The client would like to have family members, such as her mother, enter the building to assist with mother and baby needs. Asks If there is a way to amend the rules or find a way to assist her in fulfilling family needs. The family member was present at the meeting. Offered many thanks to service providers and team efforts. Comment: member comments about how the program is set to help individuals, "not someone who becomes two people." Adjusting the program as new situations arise. Discussion: making contacts with real-estate agents to assist with housing needs. Creating a network. Discussion: report on data trackers metrics for next meeting. Grant money slow to reimburse. Poll will be released 1st week of November for next meeting date due to December date conflicts.

ADJOURNMENT