

# ANNUAL WORK PLAN

FY 2021/2022

COMMITTEE NAME: HUMAN AFFAIRS COMMITTEE

**Project Name: Homeless Town Hall & Community Resource Fair- (Mental Health/ Homelessness)**

**Purpose, Goals and Deliverables of Project:** Host a Town Hall Meeting on Homelessness and provide community resources on homelessness and mental health.

**Provide a venue for communication between the public and partnering agencies.**

**Provide information and education to the public of available services and resources.**

**Estimated Project Cost: \$0**

**If cost are involved, is it included in the adopted City budget? No**

**Project Timeline (Anticipated Start and End Dates): Spring 2022**

**Resources Needed (including Staff hours): Anticipating minimal staff support – committee members will take all permissible actions.**

**Is this a new project or unfinished project from the prior fiscal year? New**

**Project Name: Updating Resource Registry - Develop quick resource micro-sites with information on resources.**

**Purpose:** To help residents and staff better leverage available resources, and to reduce inefficiency and discontentment caused by people approaching the incorrect resources by developing an easy-to-use, attractive resource guide for San Clemente residents and families. Also to update the City website with the most current resources available for various needs pertaining to homelessness, housing, food, and other community needs.

**Goals:** This resource will serve as a valuable tool for City staff and residents and will be foundational to other beneficial projects.

**Deliverable:** Updated resource registry.

**Deliverable:** Develop mobile friendly microsites with information on resources, contacts and “if-that-then-this” style guides, which will be designed to be easily shared on social media and mobile platforms as well as the City website.

**Deliverables:** At council’s option, either a digital proof for final council approval, or if approved, a resource guide would be prepared in both print and digital forms.

**Estimated Project Cost.** \$0

The Committee expects to be able to develop the mobile-friendly micro-sites at no costs. City IT staff will need to upload the micro-sites to the City website.

If cost is involved, is it included in the adopted City budget? No. This project could be funded by charging a nominal fee to include for-profit organizations, or by selling advertising in the guide.

**Project Timeline (Anticipated Start and End Dates):**  
January 2022-March 2022

**Resources Needed (including Staff hours):** Minimal staff support (estimate 1 hour) needed to upload resource guide to city website.

**Is this a new project or unfinished project from the prior fiscal year?** New

## **Project Name: Overall Homeless Strategy (Best Practices)**

**Purpose:** As the subject of homelessness was assigned to the Human Affairs committee in light of the dissolution of the Joint Homelessness Subcommittee, the HAC will continue this project, which was part of the Joint Homeless Subcommittee's work plan.

To identify best practices that other jurisdictions are using to address their local homelessness challenges. The work group will look at this from a perspective of prevention, mitigation, and resolution.

**Goals:**

Identify best practices in other jurisdictions, and to advise council on the applicability of those practices in San Clemente.

Identify innovative options that City Council can consider to address the shortage of affordable housing in San Clemente.

Leveraging data to identify material gaps in the City's current approach to addressing homelessness.

Understanding and identifying the legal requirements the City is subject to and identifying areas that can be improved to reduce the likelihood and severity of related litigation, with advice from the City Attorney and the City's prosecutor.

To advise council on how best to re-enable enforcement of the City's public camping related ordinances.

Coordinate Joint Study Session with Public Safety Committee to review Psychiatric Emergency and Response Team (PERT)/ Crisis Assessment Team (CAT) programs.

**Deliverables:** The committee will, at the conclusion of this project, furnish a report or proposal to City Council with our findings, practices researched, and policy advice.

**Estimated Project Cost.** \$0. Project cost consists of staff time assisting the committee in its review of statutory and common law-based requirements and restrictions. Collecting relevant information on current City policies and procedures and the compilation of collected information.

If cost is involved, is it included in the adopted City budget? **No.**

**Project Timeline (Anticipated Start and End Dates):** January 2022-June 2022

**Resources Needed (including Staff hours):** Approximately 5 hours of staff time will be needed to work with committee members on identifying and validating requirements.

**Is this a new project or unfinished project from the prior fiscal year?** Continued, but modified from prior Joint Homeless Subcommittee approved work plan item.

**Project Name: Mentorship Program for Young Adults and Grades 6-12.  
“A Day in the Life”.**

**Purpose:** A work mentoring program involving local businesspeople who are willing to mentor young adults who are living at home, newly out of college, or in a failure to launch mode, and middle school/high school student in need of support from the community to become productive members of society with the relationship of the mentor/mentee support.

A mentorship program with local businesses where the student shadows and is mentored by a local business-owner for a day (week, as appropriate). So many kids don't have a focus, this will allow for a mentor to take them under their wing in something they may be interested in and see that they can have a bright future. It will allow them to look at areas they may be interested in as a potential profession later on.

**Goal:** We get to these young adults before they give up, turn to drugs or alcohol, or give up by providing a purpose while they are still motivated and young enough to take hold of the hand being offered.

**Deliverables:** We need to reach out to the community and discover business people who would be willing to help. Get the word out there that “San Clemente Mentors” is here to help.

**Estimated Project Cost:** \$0

Local business owners volunteer their time.  
Leverage volunteer effort to spread the word.

Offer to incentivize the Mentors by advertising their business as in, “We are proud sponsors of the 'San Clemente Mentors Program””

If cost are involved, is it included in the adopted City budget? No.

**Project Timeline (Anticipated Start and End Dates):** January 2022-August 2022

**Resources Needed (including Staff hours):** Minimal staff time for advertising /promoting the program on the City's website.

**Is this a new project or unfinished project from the prior fiscal year?** New

**Project Name: “Every 15 Minutes” Drunk Driving/DUI Simulation Program**

**Purpose, Goals and Deliverables of Project:** Partner with San Clemente High School to apply for “Every 15 Minutes” Grant. This is a 2-day program focusing on high school students, challenging them to focus on drinking, drugging, personal safety, texting while driving, and the responsibility of making mature decisions and the impact these decisions have on family and friends. Real life simulation with a 48-hour timeline videotaped in real time. OCFD, California Highway Patrol, and OCSD work in partnership with the school. Cars are provided by Donovan’s Tow Company. Coordinated with San Clemente High School and ASB. Entire event is videotaped for future use by SCHS. HAC to provide support to school and facilitate any coordination in the grant application and program set-up.

Provides a real-life experience without the real-life risk or loss of life, and additional consequences.

**Estimated Project Cost.** \$0

If cost is involved, is it included in the adopted City budget? No

**Project Timeline (Anticipated Start and End Dates):** The program will occur in the Spring of 2022. Hopefully to be continued by future Human Affairs Committees. Grant application to be submitted ASAP.

**Resources Needed (including Staff hours):** Estimated 1 hour estimated staff time.

Is this a new project or unfinished project from the prior fiscal year? New

**Project Name: SCHS Humanitarian Award and Mentoring**

**Purpose:** Working with SCHS administration, identify SCHS Juniors who have performed significant community service projects.

**Goals:** Recognition of outstanding efforts by SCHS students engaged in significant community service projects.

**Deliverables:** Selected students will be presented a certificate at an appropriate city council meeting, and the HAC will select, from among its members, an appropriate member for mentorship during a selected student's senior year. That mentor will also provide a letter of recommendation for college admission purposes.

**Estimated Project Cost.** \$0

**If cost is involved, is it included in the adopted City budget?** N/A

**Project Timeline (Anticipated Start and End Dates):** Award to be presented near the end of school year. Mentorship to continue though the following year.

**Resources Needed (including Staff hours):** Estimated 2 hours of staff time for coordination of award presentation and administrative support

**Is this a new project or unfinished project from the prior fiscal year?** Annual, continued from prior year