

CONEJO COALITION FOR YOUTH & FAMILIES

MEMBER AGENCIES

Conejo Recreation & Park District
Conejo Valley Unified School District
City of Thousand Oaks

Marissa Buss, Conejo Recreation & Park District
Conejo Coalition for Youth & Families Chair

COMMUNITY PARTNERS

Community Conscience

MEETING MINUTES

Tuesday, December 2nd, 2025, 10:00am

The Board Room at The Civic Arts Plaza
2100 Thousand Oaks Blvd., Thousand Oaks, CA. 91362

1. CALL TO ORDER

Meeting called to order at 10:14 a.m.

2. ROLL CALL & INTRODUCTIONS

Board Member Present:

Marissa Buss, Conejo Recreation & Park District
Lisa Evans Powell, Conejo Valley Unified School District
Tie Gutierrez, City of Thousand Oaks

Staff Present:

Rochelle Callis, Conejo Recreation & Park District
Amber Bowman, Conejo Valley Unified School District
Sarah Mailes, City of Thousand Oaks

Members of the Public Present:

Lana Clark, Conejo Schools Foundation
Niki Phongpitag, Senior Deputy, Thousand Oaks Police Department
Nolan Richmond, Deputy, Thousand Oaks Police Department

3. PUBLIC COMMENTS

None

4. PRESENTATION

Deputy Niki Phongpitag, Senior Deputy, and Nolan Richmond, Deputy, Thousand Oaks Direct Enforcement Unit/Vulnerable Population Officer - Topics Covered:

- 4-prong program - 200 unhoused, always moving

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- Outreach
- Enforcement
- Clean-up
- Education
- Backpack medicine “one-stop” Thousand Oaks once a month
 - 2 DR
 - 1 nurse
 - 1 social worker
- Rise – Behavioral health-2 staff
- HSA – County – Homeless task force
- Harbor House – case managers – local Thousand Oaks – more personal
- HMIS → County resources 211
- Zero Tolerance for fire & trespass
 - 72-hour notice
 - Storage - 90 days
- CIT cards – Sheriff complete- Rise follows up
- Navigation center – Transitional housing center
 - ADA accessible, 30 beds, 27 units
 - Each person has a private spot, pets are ok, laundry and 2 case workers
 - Full Capacity
 - Staff on site at all times
 - Hope the Mission manages the food services
- Questions –
 - Why is there not a lot of turnover?
 - Currently, they can stay as long as they follow the rules of the program
 - Next step would be more supportive housing
 - What is the age?
 - Currently for 18 years & older

5. CONSENT CALENDAR

- A. **Powell moved to approve; Gutierrez seconded. The motion passed.**

6. ITEMS FOR DISCUSSION

- A. Sponsorship of Annual Meet & Greet
Discussion regarding sponsorship of the annual Youth Outreach program Meet & Greet at \$500. **Gutierrez moved to approve; Powell seconded. The motion passed.**
- B. Meeting dates, speakers, and structure for 2026
Staff Mailes presented suggestions regarding the below

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- Calendar – presented dates are good but should be finalized at the Feb meeting.
- Location of meeting– decided would remain at the city for the Feb meeting, but in the Oak room to see if that works better. Meeting layout: The city's layout is more formal, supports recording, allows larger attendance, and accommodates multiple speakers.
- In February, develop an annual priority/theme to focus on w/outcome
- For 3 meeting invite Community partners to give updates or reports at the meeting (non-profits)
 - 1 meeting be a speaker series – facilitate smaller conversations
- Staff work-on
 - Awareness – emails out to non-profits that we have from the summit
 - Newsletter about CCYF info dates
- Agenda structure
 - keep 2 times for public comments
 - keep agency report & announcements
 - keep future agenda items
- Discuss possible updates to the agreement, functions, scope, and goals
 - Meeting - send notices to the past summit invites
 - Branding – possible exercise logo – font – color palette, Mailes to ask CTO staff to join future meeting
 - Funding – possible options
 - In current staff budgets
 - Take a suggested budget to each council.

7. PUBLIC COMMENTS

Lana Clark, Conejo School Foundation, suggested that, for a roundtable, we hold it in a different setting to promote a more informal atmosphere. Also, to add a work session to the round table meeting

8. AGENCY REPORTS & ANNOUNCEMENTS

9. FUTURE AGENDA ITEMS

- A. Future speakers
- B. Discussion on agreement
- C. Branding
- D. Finalize the 2026 Calendar

10. NEXT MEETING DATE

- A. February 3, 2026 at 10:00am

11. ADJOURN – 12:01