

**CITY OF BUENA PARK**  
**NAVIGATION CENTER OVERSIGHT COMMISSION**  
**April 16, 2025**

**1. GENERAL**

- a. **CALL TO ORDER:** Chair McCann called the Navigation Center Oversight Commission Meeting to order at 10:00 a.m., in the Council Chamber, 6650 Beach Boulevard, Buena Park, California.
- b. **ROLL CALL:**  
Present: Innocente, McAuley, McCann, Morrison, Ross  
Absent: Jessup  
Also Present: Jim Box, Director of Community Services  
Ariana Chavez, Senior Administrative Assistant  
Rosemary Nielsen, Homeless Outreach Supervisor  
Analisa Marquez, Homeless Outreach Coordinator  
Saul Contreras, Senior Office Assistant  
Timothy Huynh, Chief Program Officer Mercy House  
Officer Bourne, Homeless Liaison Officer  
Officer Davis, Homeless Liaison Officer
- c. **PLEDGE OF ALLEGIANCE:** Led by Chair McCann

**2. ORAL COMMUNICATIONS:** None.

**3. APPROVAL OF MINUTES January 15, 2025:**

\*\*\*M/S/P – Commissioner McAuley motioned to approve the minutes from January 15, 2025. Commissioner Innocente seconded the motion. All in favor, motion passed.

**4. DIRECTOR AND CITY STAFF REPORTS:**

- a. City - News and Recent Happenings  
Jim Box, Director of Community Services, informed the Commission on the Military Banner program and invited Commissioners to the Spring Eggstravaganza, Love Buena Park, and Memorial Day Remembrance event. Ariana Chavez, Senior Administrative Assistant, informed the Commission on Acacia Quilt Guild's interest in providing quilts for guest at the Navigation Center.
- b. Navigation Center/Mercy House - Recent Happenings  
Timothy Huynh, Chief Program Officer, informed the Commission on bed capacity and availability at the Navigation Center and updated the Commission on new exit data along with negative and positive exits and current trends on residents being exited from the shelter. Timothy Huynh, Chief Program Officer, informed the Commission on services and programs offered at the Navigation Center and on the women's restroom renovation project. John Weber, Mercy House Shelter Manager, provided statistical information from March and April to the Commission and updated the Commission on a family reunification and other individual success stories. Timothy Huynh, Chief Program Officer, clarified the numbers on bed availability and the number of people on the waitlist along with the issues that arise when moving a person from the waitlist and into the Navigation Center.

c. **Homeless Outreach/Public Safety Update**

Analisa Marquez, Homeless Outreach Coordinator, updated the Commission on statistics for the months of January through March which included staffing update, hotline calls, shelter placements, linkages, and an update on the waitlist. Analisa Marquez, Homeless Outreach Coordinator, informed the Commission on motel vouchers and the ongoing issues on Knott Ave and Lincoln Ave and the flood gates around the City. Officer Davis, Homeless Liaison Officer, informed the Commission on the areas of issues which includes the railroad tracks near the Navigation Center.

**5. DISCUSSION AND ACTION ITEMS:**

a. **Selection of New Vice Chair**

Ariana Chavez, Senior Administrative Assistant, informed the Commission on the elections and brought forward the selection of a new Vice Chair. Commissioner Innocente nominated Commissioner Barry Ross for Vice Chair. Commissioner Morrison seconded the motion. Vote for a new Vice Chair passed 5-0.

b. **Update on Ad Hoc Committee Addressing Homelessness**

Rosemary Nielsen, Homeless Outreach Supervisor, updated the Commission on the discussions that took place at the ad hoc committee meetings and the recommendations from City Council when the Community Services and Economic Development Department presented the ad hoc committee's findings at the January 28, 2025 council meeting.

c. **Presentation on 2025 Navigation Center Commission Audit**

Chair McCann informed the Commission on the Annual Commission audit and informed commissioners on the overall details and dates regarding the audit including that the audit team can consists of no more than three commissioners.

**6. INFORMATIONAL ITEMS**

- a. Navigation Center Monthly Report – November 2024 – February 2025.

**7. COMMISSION COMMENTS, FUTURE AGENDA ITEMS, ATENDANCE**

- a. Commissioner Morrison commented to staff that students and families have special status and rights and recommended to inform her if they come across a family that is experiencing homelessness. Commissioner McAuley commented on the annual audit check list and requested an updated commissioner binder. Commissioner McAuley commented on visiting Seongbuk-gu Seoul in South Korea as part of a council delegation. Vice Chair Ross commented for staff to look into and agendize in future meetings parts of the California Interagency Council on Homelessness action plan for 2025-2027 and select 3 goals to focus on such as annual percentage of homelessness to shelter, percentage of people experiencing homelessness moving into permanent housing, and low to very low housing permits allocated on an annual basis. Vice Chair Ross commented to staff to study and look into on where the Navigation Center receives its funding. Chair McCann commented on the current vacancy seats for the Navigation Center Oversight Commission.

- b. Attendance Report


**8. ANNOUNCEMENTS:**

- a. Next City Council Meeting: Tuesday, April 22, 2025 at 5:00 p.m.
- b. Next Regular Commission Meeting: Wednesday, July 16, 2025 at 10:00 a.m.

**9. ADJOURNMENT:** There being no further business, Chair McCann declared the meeting adjourned at 11:42 a.m.

**ATTEST:**

  
Ariana Chavez, Senior Administrative Assistant

  
Chair, Carol McCann