

H&CD COMMISSION - REGULAR MEETING AGENDA MINUTES

Thursday, October 26, 2023 – 10:00 a.m.

County Administration South
601 North Ross, First Floor, Room 103/105
Santa Ana, California 92701

An Nguyen, 1st District
Tracy La, 2nd District
Mike Alvarez, 3rd District
Vacant, 4th District
Stephanie Oddo, 5th District

James Mai, At-Large
Wayne Carvalho, At-Large
Carla Wilkerson, Tenant Representative
Helen Smith-Gardner, Tenant Representative
Mike Frost, City Selection Representative
Cecilia Hupp, Chair, City Selection Representative

The Housing and Community Development (H&CD) Commission has been established to perform two functions. (1) As to Orange County Housing Authority matters, the H&CD Commission is to review and make recommendations on those Agenda items, which will be presented to the Orange County Board of Supervisors, sitting as the Board of Commissioners of the Orange County Housing Authority. These items are noted on this Agenda by the designation "OCHA". (2) As to other matters, the H&CD Commission is to provide advice to the Housing & Community Development Department of the County of Orange. These items are noted on this Agenda by the designation "H&CD".

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action shall be taken on any item not appearing on the agenda.

In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the Orange County Housing & Community Development Commission Clerk 72 hours prior to the meeting at (714) 480-2920 or via email at: ochcdcommission@occr.ocgov.com

Members of the public may address the H&CD Commission regarding any item in the following ways:

1. Written Comment – You may submit comments to the H&CD Commission by emailing them to ochcdcommission@occr.ocgov.com. The comments will be made available to the H&CD Commission members. If you wish to comment on a specific agenda item, please identify the item in your email. General public comments will be addressed during the general public comment item on the agenda. In order to ensure that staff has the ability to provide comments to the Commission members in a timely manner, please submit your comments by 9:00 a.m. the Tuesday prior to the meeting.

** Except as otherwise provided by law, no action shall be taken on any item not appearing in the agenda. When addressing the H&CD Commission, please state your name (or pseudonym) for the record prior to providing your comments.*

2. In-Person – If you wish to comment on a specific agenda item in-person, please complete a Speaker Request Form(s) identifying the item(s) number, your name, and deposit the completed form(s) in the box located next to the clerk. To speak on a matter not appearing in the agenda, but under the jurisdiction of the H&CD Commission, you may do so during Public Comments item at the end of the meeting. Speaker Request Forms must be deposited prior to the beginning of the consent calendar, the reading of the individual agenda items, the opening of the public hearing and/or the beginning of Public Comments item. Members of the public desiring to speak should address all remarks and questions to the Commission. Speakers may address the Commission on up to three occasions, with three minutes allotted to the speaker per occasion.

** Except as otherwise provided by law, no action shall be taken on any item not appearing in the agenda. When addressing the H&CD Commission, please state your name (or pseudonym) for the record prior to providing your comments.*

All supporting documentation is available for public review in the Orange County Housing Authority office located at 1501 E. St. Andrew Pl., Santa Ana, CA 92705 during regular building hours, 8:00 a.m. – 5:00 p.m., Monday through Thursday.

I. CALL TO ORDER: Chair or Vice-Chair
Meeting called to order at 10:07

II. PLEDGE OF ALLEGIANCE:
Cecilia Hupp, Chair

III. ROLL CALL: Commission Clerk
Present: M. Alvarez, J. Mai, W. Carvalho, C. Wilkerson, M. Frost, C. Hupp, S. Oddo
Absent: A. Nguyen, H. Smith-Gardner, T. La

IV. STAFF IN ATTENDANCE:

January Johnson, Manager, Housing Assistance Division
Craig Fee, Manager, Community Development
Michelle Zdeba, Manager, Housing Development
Jessica Villa, Commission Clerk

V. APPROVAL OF MINUTES:

RECOMMENDED ACTION:

Approve the Summary of Minutes of the meeting held on August 24, 2023

Motion to approve minutes: M. Alvarez

Motion was seconded: M. Frost

All in favor: Vote was unanimous

VI. PRESENTATIONS/INTRODUCTIONS: (1)

1. Funding Allocation Policy And Process (FAPP) Presentation

Craig Fee, Community Development Manager

- **Presented a PowerPoint on Funding Allocation Policy and Process as part of the funding cycle for the Urban County.**
- **Discussed the estimated funding goals for eligible housing, community development, and/or economic development activities; the process for distributing funding; funding priorities; any funding exceptions; and overall requirements to be met when using Federal and local funds**

There was much discussion involving various H&CD Commission members and staff

VII. PUBLIC COMMENTS: *At this time, members of the public may address the H&CD Commission regarding any items within the subject matter jurisdiction of the Commission, provided that NO action shall be taken on off-agenda items unless authorized by law.*

VIII. CONSENT CALENDAR: (None)

IX. DISCUSSION CALENDAR: (3)

1. 2024 Annual Utility Allowance Review

January Johnson, Manager, Housing Assistance Division

RECOMMENDED ACTION:

Receive and File

M. Frost asked clarifying questions and J. Johnson answered.

Motion was made to receive and file

2. 2023 - 2024 Payment Standards for Housing Choice Voucher Program

January Johnson, Manager, Housing Assistance Division

RECOMMENDED ACTION:

Receive and File

M. Frost and M. Alvarez asked clarifying questions and J. Johnson answered.

Motion was made to receive and file

3. **2023-2024 Payment Standards for Emergency Housing Voucher Program**
January Johnson, Manager, Housing Assistance Division

RECOMMENDED ACTION:

Receive and File

**C. Wilkerson asked clarifying questions and J. Johnson answered.
Motion was made to receive and file**

X. **PUBLIC HEARINGS: (None)**

XI. **REPORTS OF STAFF:**

A. **Community Development:**

Craig Fee, Manager

- **Discussed his presentation briefing from the beginning of the meeting of the Funding Allocation Policy and Process (FAPP) and the new RFA process that is being worked on**

B. **Housing Development:**

Michelle Zdeba, Housing Development Manager

- **Mentioned that the next Project Review and Advisory Panel (PRAP) meeting was scheduled to be conducted following the Commission meeting**
- **Discussed that the Notice of Funding Availability (NOFA) is being reviewed and recommended changes will be presented to PRAP at the next meeting**

C. **Orange County Housing Authority Update:**

January Johnson, Manager, Housing Assistance Division

- **Mentioned changes to the Administrative Plan**
- **Mentioned HUD changes such as how inspection will be made via NSPIRE**
- **Discussed the waiting list closure after receiving over 61,000 applications being a 19% increase**

D. **Executive Director/Secretary's Report:**

January Johnson, Manager, Housing Assistance Division

- **Mentioned being awarded 10 new VASH voucher**
- **Mentioned the Section 8 Assessment Program grading OCHA at a 100%**
- **Mentioned H&CD Commission Bylaws are being presented at the November 7th Board meeting**

XII. **PUBLIC COMMENTS: (1)**

Dinorah E – Oral re: Discussed her personal experience in coming to America from Cuba. Talked about various housing authorities in Orange County and her experiences in trying to receive a housing voucher.

XIII. **MEMBER COMMENTS:** *At this time, Members of the H&CD Commission may comment on agenda or non-agenda matters and ask questions of or give directions to staff; provided that **NO** action shall be taken on non-agenda items unless authorized by law.*

XIV. **ADJOURNMENT**

Meeting Adjourned at 10:50

XV. **NEXT SCHEDULED MEETING:**

December 7, 2023