

## H&CD COMMISSION - REGULAR MEETING AGENDA MINUTES

Thursday, August 24, 2023 – 10:00 a.m.

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

**An Nguyen, 1st District  
Muriel Ullman, 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](mailto: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](mailto: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.

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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 10:02**

**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  
**Absent:** A. Nguyen, S. Oddo, H. Smith-Gardner

**IV. STAFF IN ATTENDANCE:**

Julia Bidwell, Director, Housing Community Development/Executive Director of OCHA  
January Johnson, Manager, Housing Assistance Division  
Craig Fee, Manager, Community Development  
Jessica Villa, Commission Clerk

**V. APPROVAL OF MINUTES:**

**RECOMMENDED ACTION:**

Approve the Summary of Minutes of the meeting held on June 22, 2023

**Motion to approve minutes: M. Alvarez**  
**Motion was seconded: C. Wilkerson**

**Abstain: M. Frost**  
**All in favor: Vote was unanimous**

**VI. PRESENTATIONS/INTRODUCTIONS: (None)**

**VII. 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.**

**VIII. CONSENT CALENDAR: (None)**

**IX. DISCUSSION CALENDAR: (1)**

- 1. OC Housing Authority Waitlist Opening**  
January Johnson, Manager, Housing Assistance Division

January Johnson gave an overview of the anticipated opening of the OC Housing Authority Waitlist.

**RECOMMENDED ACTION:**

Receive and File

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

**Public Comment from Dinorah E-Talked about her experience in coming from Cuba to America and reaching out to HUD about not being able to afford the rent. She discussed her experiences with various individuals and housing authorities in Orange County in trying to receive a housing voucher.**

**Motion was made to receive and file: W. Carvahlo**  
**Motion was seconded: J. Mai**

**All in favor: Vote was unanimous**

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

**XI. REPORTS OF STAFF:**

**A. Community Development:**

Craig Fee, Manager

- Discussed Cooperation Agreements, which were approved by the Board on July 18<sup>th</sup> and are pending HUD's approval
- Discussed Consolidated Annual Performance and Evaluation Report

- Discussed Funding Allocation Policy and Process for 2024-25, which will be going to City Managers' Subcommittee for approval before it goes to the Board

**B. Housing Development:**

Julia Bidwell, Executive Director/Secretary (on behalf of Michelle Zdeba)

- Project Review and Advisory Panel (PRAP) met on July 13<sup>th</sup>. Homekey Project HB Oasis located in Huntington Beach and being developed by NationalCore- PRAP concurred project to be passed for underwriting review and be sent to the Board of Supervisors for approval to commit \$5.1 M and 62 Project Based Vouchers. PRAP also concurred with staff recommendation to pass a new Homekey project for Round 3, 1400 Bristol in City of Costa Mesa. It passed threshold and underwriting review and proceeded to Board of Supervisors for a commitment of \$6.7 M and 48 Project Based Vouchers. All developments are being approved for permanent supportive housing units.
- PRAP met on August 10<sup>th</sup>. Concurred with staff recommendation to pass 15081 Jackson in Midway City (American Family Housing), Placentia Baker Street Project in Placentia (Mercy Housing, CA), and Lincoln Avenue Project (C&C Development) in Buena Park on threshold review.
- Future PRAP meeting date is September 14, 2023.

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

January Johnson, Manager, Housing Assistance Division

- Discussed Section 8 Management Assessment Program, which was submitted August 23<sup>rd</sup>. Three different types of grades that a housing authority can get- High Performer, Standard or Troubled Performer. It is projected that OCHA will be a High Performer again, as we project to receive 140/145 points.

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

Julia Bidwell, Executive Director/Secretary

- OCHA received 75 new incremental vouchers to serve applicants on current waiting list
- 45 new OCHA staff have been hired since August 2022
- Update on funding cut from House Appropriations Committee on the HUD spending bill. In July, Senate proposed a more favorable proposal that would result in nearly fully funding to HCVP. We will continue to track this.
- Material regarding the opening of the waiting list will be sent out as soon as possible as soon as the public notice is out. Encouraged Commission members to let us know about any partner organizations or agencies that would be helpful in getting the word out or training.

**C. Hupp and W. Carvahlo asked clarifying questions and J. Bidwell answered.**

**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:**

**W. Carvahlo – Following up on the bylaw changes, when will those take effect?**

**J. Bidwell – Those are the absenteeism changes and the order of business changes that you recommended. We are getting it to the Board of Supervisors.**

**J. Mai – Expressed excitement and thanks about the update on the HCVP waiting list opening again in September.**

**J. Villa (Clerk) – Gave one technical update on mileage claims**

**XIV. ADJOURNMENT**

**Meeting Adjourned at 10:49 a.m.**

**XV. NEXT SCHEDULED MEETING:**

September 28, 2023  
County Conference Center  
425 West Santa Ana Blvd., Rooms 104/106  
Santa Ana, CA 92701