

# Attention Orange County Residents



## Meeting Information & Application Process

### Location:

Library Headquarters  
Conference Room—A  
1501 E St. Andrew Place  
Santa Ana, Ca. 92705

### Meeting Date/Time:

Fourth Thursday of each month  
10:00 a.m. to 12:00 p.m.

**Stipend: \$50 each meeting**

### Application Process:

Interested persons may submit their application and resume by mail, email or fax to Commission Clerk by **05/12/2021**. Contact information is listed below.

## Become a Member of the Housing & Community Development Commission (H&CD).

One At-Large community member is needed to serve on the H&CD Commission.

The eleven-member Commission meets monthly to advise the Orange County Housing Authority, Housing and Community Development Division and the Board of Commissioners.

Qualified applicants must reside within Orange County, be registered voters and be available to attend monthly meetings conducted on the fourth Thursday of each month. For further information, please contact Commission Clerk at [OCHCDCCommission@occr.ocgov.com](mailto:OCHCDCCommission@occr.ocgov.com).

**ORANGE COUNTY HOUSING AUTHORITY**

1501 E St. Andrew Place Santa Ana, Ca. 92705 FAX 714.480.2945 [OCHCDCCommission@occr.ocgov.com](mailto:OCHCDCCommission@occr.ocgov.com)

## Housing and Community Development (H&CD) Commission

The Orange County Board of Supervisors established the Housing and Community Development (H&CD) Commission in Ordinance No. 12-004 pursuant to Health and Safety Code section 34291. The purpose of the H&CD Commission is to provide advice (a) to the Board of Commissioners of the Orange County Housing Authority (OCHA) as required by California law, and (b) to Orange County Housing and Community Development regarding the housing-related needs of the low to moderately low-income families residing in the unincorporated targeted areas and in the Cities participating in housing programs of the County of Orange. The H&CD Commission shall also advise the Department on the funding priorities for rental assistance, new housing, residential rehabilitation, public facility improvements, economic development, continuum of care homeless assistance, housing related non-profits, and other housing supportive services.

All members of the Housing and Community Development Commission are appointed by the Board of Supervisors acting as the Board of Commissioners for OCHA. The Commission meets on the fourth Thursday of each month at the Public Library Headquarters. There are eleven (11) members of the Commission, who are selected as follows:

- (1) Each member of the Board of Supervisors nominates one member of the Commission, representing the five (5) supervisory districts in Orange County.
- (2) Two (2) members of the Commission are participating tenants, receiving housing assistance from OCHA. One (1) tenant commission member shall be over sixty-two (62) years of age, if the Authority has tenants applying of such age. If a tenant commission member ceases to be a tenant of the Housing Authority, he or she shall be disqualified as a commission member and another tenant will be appointed to fill the unexpired term. The H&CD Commission recommends the two (2) individuals, who will serve as tenant commission members.
- (3) Two (2) members of the Commission are City representatives recommended by the Cities Selection Committee.
- (4) The H&CD Commission recommends two (2) individuals to serve as At-Large members.

### **Qualifications and Conflict of interest.**

Commission members cannot have a direct financial interest in housing programs over which the Commission has oversight or influence. For example, a Commission member cannot own or manage a rental property that receives assistance from a public housing agency (housing authority). Similarly, if a Commission member is on a Board or an officer of a community organization, he or she cannot vote on any housing policy or funding issues related to that organization.

Federal regulations provide that:

**(a)** *Neither the public housing agency (PHA) nor any of its contractors or subcontractors may enter into any contract or arrangement in connection with the Housing Choice Voucher (HCV) program in which any of the following classes of persons has any interest, direct or indirect, during tenure or for one year thereafter:*

- (1)** *Any present or former member or officer of the PHA (except a participant commissioner);*
- (2)** *Any employee of the PHA, or any contractor, subcontractor or agent of the PHA, who formulates policy or who influences decisions with respect to the programs;*
- (3)** *Any public official, member of a governing body, or State or local legislator, who exercises functions or responsibilities with respect to the programs; or*
- (4)** *Any member of the Congress of the United States.*

**(b)** *Any member of the classes described in paragraph (a) of this section must disclose their interest or prospective interest to the PHA and HUD.*

**APPLICATION FOR  
HOUSING AND COMMUNITY DEVELOPMENT COMMISSION**

NAME: \_\_\_\_\_

RESIDENTIAL ADDRESS: \_\_\_\_\_

STREET ADDRESS

CITY

STATE

ZIP CODE

HOW LONG AT THIS ADDRESS? \_\_\_\_\_

DAYTIME TELEPHONE: \_\_\_\_\_

ARE YOU A CITIZEN OF THE UNITED STATES:  YES  NO

NAME OF COUNTRY OF CITIZENSHIP: \_\_\_\_\_

ARE YOU A REGISTERED VOTER?  YES  NO

IF YES, NAME COUNTY YOU ARE REGISTERED IN: \_\_\_\_\_

Within the last five years, have you been affiliated with any business or nonprofit agency(ies)?

YES  NO

Do you own real estate or personal property or have financial holdings, which might present a potential conflict of interest, including, but not limited to housing assistance payments contracts with the Orange County Housing Authority?

YES  NO

If yes to either question, please explain.

List all current professional or community organizations and societies of which you are a member:

NAME OF ORGANIZATION

DATES OF MEMBERSHIP

NAME OF ORGANIZATION

DATES OF MEMBERSHIP

Have you been convicted of a felony or misdemeanor crime since your 18<sup>th</sup> birthday, excluding arrests of detentions that did not result in a conviction; convictions that have been judicially dismissed, expunged or ordered sealed; and certain marijuana related convictions that are older than two years, as listed in California Labor Code § 432.8 (including violations of California Health and Safety Code Sections 11357(B) AND (C), 11360(C) 11364, 11365 AND 11550 – as they relate to marijuana)?  YES  NO

If yes, please explain.

In the absence of special circumstances, which allow for meetings to be conducted via teleconference, regular meetings are generally held in-person on the 4<sup>th</sup> Thursday of each month from 10:00 a.m. to 12:00 p.m. at the Public Library Headquarters located at 1501 E. St. Andrew Place in Santa Ana.

Can you attend regularly?

YES  NO

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

Please complete the attached supplemental questions and submit your responses with this application and your resume.

**SUPPLEMENTAL QUESTIONNAIRE  
HOUSING AND COMMUNITY DEVELOPMENT COMMISSION**

1. Please explain your interest in serving on the H&CD Commission.
  
2. In addition to activities related to the Orange County Housing Authority, Commission members also vote on recommendations for affordable housing developments and a variety of community development projects. Do you have any related experience, training or knowledge that makes you a good candidate to provide objective input and recommendations on a variety of housing related issues?
  
3. H&CD Commission members include five representatives appointed by the Board of Supervisors, two from the Cities Selection Committee, two At-Large members and two tenants who are receiving housing assistance. If selected, what perspective can you bring to this group?
  
4. The H&CD Commission requires a commitment generally on the fourth Thursday of each month. Do you foresee any challenges attending these meetings on a regular basis? Are there any conflicts of interest that may arise with your appointment to the H&CD Commission?
  
5. Do you have any business associations, affiliations, contracts, or any other involvement in an activity(ies) that could be a conflict interest?
  
6. Is there any other information you would like to share?