

MINUTES
HOUSING AND HUMAN SERVICES COMMISSION
Neighborhood Resources Department
[Virtually via Webex](#)
Phone: (415) 655-0001, Access Code: 145-267-7943
Wednesday, September 1, 2021, 6:00 p.m.

1. CALL TO ORDER / ROLL CALL

Chair Tony Alcala called the meeting to order at 6:01 p.m.

Commissioners present on Webex: Vanessa Dearmon, Cynthia Hardy, Heather Mattisson, Ryan Magel, Julie Martin, David Gonzalez, Leonard Navarrete, Tony Alcala and Steve Tepper.

Commissioners absent: Greg Rodriguez (excused)

Staff present: Leah Powell, Breena Meng, Karin Bishop, Dylan Raymond, Amy Jacobson, Deborah Cooke and Monica Thompson.

Public present: None.

2. APPROVAL OF MINUTES

a. Minutes of the August 11, 2021, HHSC Meeting.

Motion: Commissioner Steve Tepper made a motion to approve the August 11, 2021, HHSC Meeting minutes. Commissioner David Gonzalez seconded the motion.

Discussion: None.

Results: Motion passed 9-0.

3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC

(Members of the audience may address any item not on the agenda. State Statute prohibits the Housing and Human Services Commission from discussing an item that is not on the agenda, but the Housing and Human Services Commission does listen to your concerns and has staff follow up on any questions you raise).

None.

4. PUBLIC HEARING

a. Emergency Housing Voucher Program Administrative Plan.

Chair Alcala opened the public hearing for the City of Chandler Housing and Redevelopment Emergency Housing Voucher Program Administrative Plan at 6:06 p.m.

Chair Alcala explained that tonight's public hearing is to solicit public comments. He said the process requires policy updates be made through a comment period that began on August 21, 2021, and ends on September 20, 2021 at 5:00 p.m. Chair Alcala informed the public that written comments addressed

to the "EHV Plan" must be received by September 20, 2021, at 12 p.m. (MST) and could be mailed or dropped off at 235 S. Arizona Ave, Chandler, AZ 85225 or emailed to chandler.housing@chandleraz.gov.

Chair Alcalá introduced Housing and Redevelopment Manager Amy Jacobson to provide an overview of the Emergency Housing Voucher Program Administrative Plan.

Ms. Jacobson informed the general public and the Commission that on May 11, 2021, the U.S. Department and Urban Development (HUD) notified the City of Chandler Housing and Redevelopment Division that Chandler Public Housing Authority (PHA) was eligible to receive 28 Emergency Housing Vouchers (EHVs) and funding as authorized through the American Rescue Plan (ARP) Act of 2021. She also informed the public and Commission that the Public Housing Authority Commission (PHAC) approved the acceptance of the award of 28 EHVs on May 17, 2021. The Memorandum of Understanding with the Maricopa County Continuum of Care (CoC) was signed on July 16, 2021, which provides the referral system for eligible EHV applicants to the PHA.

Ms. Jacobson explained that EHVs will be used to assist individuals and families who are homeless, fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or were recently homeless or have a high risk of housing instability. She informed the public and Commission that acceptance of these EHVs requires a Significant Amendment to the Chandler PHA Annual and 2020-2025 Five-Year Plan. She also informed the public and Commission of the addition of Chapter 18, which describes HUD regulations and PHA policies for administering the new EHV program.

There were no comments from the public. Chair Alcalá closed the public hearing at 6:11 p.m.

b. Program Year (PY) 2020-2021 Consolidated Annual Performance and Evaluation Report (CAPER).

Chair Alcalá opened the public hearing for Program Year 2020-2021 Consolidated Annual Performance and Evaluation Report at 6:11 p.m.

Chair Alcalá explained to the general public that each year the City of Chandler is required to evaluate the program funded by the United States Department of Housing and Urban Development (HUD) and publishes the results in a CAPER. The purpose of the report is to measure the City of Chandler's success in meeting the priority needs, goals, and strategies described in the City's 2020-2025 Five-Year Consolidated Plan. Chair Alcalá explained that the City of Chandler is required to conduct a 15-day public comment period and one public hearing as part of the process for creating and submitting the CAPER to HUD. He informed the public and Commission that the comment period began on Friday, August 27, 2021, and concludes on Monday, September 13, 2021. He also explained that comments received at the public hearing and during the comment period will be included in the CAPER and submitted to HUD on or before September 28, 2021. Chair Alcalá explained the draft of the CAPER can be found on the City of Chandler website and that a hard copy of the report is available for review at the Neighborhood Resources Department.

Chair Alcala called on Community Development and Resources Supervisor Karin Bishop to provide an overview of the Program Year (PY) 2020-2021 Consolidated Annual Performance and Evaluation Report (CAPER). Ms. Bishop provided the general public and the Commission with an update on the progress and outcomes achieved with the federal Community Development Block Grant and HOME Investment Partnership Program funds.

There were no comments from the public. Chair Alcala closed the Public Hearing at 6:28 p.m.

5. ACTION

- a. Emergency Housing Voucher Program Administrative Plan.

Motion: Commissioner Leonard Navarrete made a motion to recommend Council approval of the Emergency Housing Voucher Program Administrative Plan. Commissioner Ryan Magel seconded the motion.

Discussion: None.

Results: Motion passed 9-0.

- b. Program Year (PY) 2020-2021 Consolidated Annual Performance and Evaluation Report (CAPER).

Motion: Commissioner Heather Mattisson made a motion to recommend Council approval of Program Year (PY) 2020-2021 Consolidated Annual Performance and Evaluation Report (CAPER). Commissioner Julie Martin seconded the motion.

Discussion: None.

Results: Motion passed 8-0 with 1 abstention.

Chair Alcala shared with the Commission that he drives by East Mini Park on his way to work every day and noticed how beautiful the park looks and enjoys seeing the children in the neighborhood utilizing the park amenities. Chair Alcala expressed appreciation for CDBG funds being utilized to make the park improvements.

6. BRIEFING

- a. Discussion on Developing Commission Culture.

Chair Alcala stated that he believes Commission members are their best when they are vested in the community. He further described his hope for the HHSC be the best Commission in Chandler. Chair Alcala called on Vice Chair Heather Mattisson to speak about developing Commission culture.

Vice Chair Mattisson shared plans for future opportunities for Commissioners to get to know each other and the community better, and ultimately strengthen their bonds as Commissioners. She asked Commission members and staff to share their favorite City of Chandler event or event they plan on attending. Commissioners and staff shared a variety of City of Chandler events they enjoyed attending from the Annual Ostrich Festival, Tumbleweed Tree Lighting/Parade of Lights, July 4th Fireworks

Spectacular, Multicultural Festival, For Our City Day, Downtown Chandler Farmers Market and various car shows.

b. Agency Tour Process.

Community Development Specialist Dylan Raymond provided an update on the FY 2021-22 agency tours. Fifteen agency tours will be held in September and October. Commissioners will have the option to attend in person or virtually. Mr. Raymond explained that agency tours are an opportunity to build relationships with funded organizations. He shared the positive comments from those who have attended agency tours in the past. This year, shirts will be ordered for Commission members to wear for agency tours. Commissioners will receive an email with shirt size and style options. Commissioners will also receive an email with additional information about agency tours.

Vice Chair Mattisson discussed increasing agency tour participation among the Commission. She asked Commissioners what, if anything might prevent them from participating in agency tours. Commissioner Steve Tepper shared his concern about in person attendance during the Coronavirus pandemic, and that he would be attending virtually this year. Vice Chair Mattisson acknowledged the concern.

7. MEMBERS COMMENTS / ANNOUNCEMENTS

Chair Alcala congratulated Commissioner Vanessa Dearmon on the recent birth of her son.

8. CALENDAR

a. Next HHSC Meeting scheduled for Wednesday, October 13, 2021, at 6:00 p.m.

9. INFORMATION ITEMS

a. None.

10. ADJOURNMENT

The meeting adjourned at 6:52 p.m.

Dated: _____

Chair Tony Alcala

Recording Secretary Monica Thompson