

MINUTES OF THE
HOUSING AND HUMAN SERVICES COMMISSION
COMMUNITY DEVELOPMENT BLOCK GRANT / HOME SUBCOMMITTEE
Neighborhood Resources Department

[Virtually via Webex](#)

Phone: (415) 655-0001, Access Code: 2591 166 7679

Wednesday, January 26, 2022, at 5:30 p.m.

CALL TO ORDER / ROLL CALL

Subcommittee Chair Tony Alcala called the meeting to order at 5:36 p.m.

Subcommittee Members present on Webex: Tony Alcala, Heather Mattisson, Julie Martin, Leonard Navarrete, Chad Wakefield, and Alexis Apodaca.

Subcommittee Members absent: None

Staff present: Community Resources Manager Riann Balch, Community Development & Resources Supervisor Karin Bishop, and Community Development Coordinator Monica Thompson.

Public present: Linda Sawyer and Mary Yanno.

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 Subcommittee from discussing an item that is not on the agenda, but the Housing and Human Services Commission Subcommittee does listen to your concerns and has staff follow up on any questions you raise.)

ACTION AGENDA

1. January 11, 2022, CDBG/HOME Subcommittee Meeting Minutes.

Motion: Subcommittee Member Heather Mattisson made a motion to approve the January 11, 2022, CDBG/HOME Subcommittee Meeting minutes. Subcommittee Member Chad Wakefield seconded the motion.

Discussion: None.

Results: The motion passed 6-0.

DISCUSSION

2. FY2022-2023 CDBG and HOME Proposals; Determine if Additional Questions are Necessary.

Applicants for Community Development Block Grant (CDBG):

- City of Chandler Community Development and Resources Division (Client Services)
- City of Chandler Housing and Redevelopment Division (Public Housing Youth Program)
- Save the Family (Case Coordination and Homeless Housing)
- City of Chandler Neighborhood Preservation Division (Code Enforcement in Low-Mod Neighborhoods)
- City of Chandler Housing and Redevelopment Division (Relocation Assistance)
- City of Chandler Housing and Redevelopment Division (Professional Services)
- City of Chandler Community Development and Resources Division (Homeowner Rehabilitation Operations)
- FSL Home Improvements (Chandler Home Repair Program)

Applicants for HOME Investment Partnership Program (HOME):

- ARM of Save the Family (Affordable Rental Housing)
- City of Chandler Housing and Redevelopment Division (Tenant-Based Rental Assistance)

Community Development and Resources Supervisor Karin Bishop provided an overview of the meeting and process for reviewing applications in ZoomGrants. She explained that today, subcommittee members would have an opportunity to identify outstanding questions before finalizing individual scores. If staff could not answer, additional information would be requested from the organization.

Ms. Bishop shared that Subcommittee Member Chad Wakefield declared a conflict of interest with the City of Chandler Housing and Redevelopment Division Relocation Assistance application. Therefore, discussion regarding the Relocation Assistance application would be conducted at the end of subcommittee meetings, allowing Mr. Wakefield to excuse himself from that part of the discussion.

Community Resources Manager Riann Balch informed the subcommittee that discussion related to the Relocation Assistance and Professional Services applications would be delayed to the next meeting to allow for presentation of the most up to date information related to the Relocation Assistance Demonstration (RAD) project.

Subcommittee Chair Alcala facilitated a discussion of each application to identify the need for additional information from agencies.

Chandler residents Linda Sawyer and Mary Yanno asked questions about applications. Staff responded as appropriate and informed Ms. Sawyer and Ms. Yanno that they may submit a public record request if they would like additional information.

The CDBG/HOME Subcommittee requested the following information of applicants:

Public Housing Youth Program:

- What criteria is used to measure success of this program?
- What is the average length of time that youth participate in the Public Housing Youth program?
- Does the program track the long-term success of each youth participant? If so, please provide data outcomes.

Tenant-Based Rental Assistance Program:

- What is the average length of stay for participating households in the Tenant-Based Rental Assistance (TBRA) program?

Staff shared that the information requested would be provided in ZoomGrants for review prior to individual scores being finalized by subcommittee members.

MEMBERS COMMENTS / ANNOUNCEMENTS

None.

CALENDAR

3. Next HHSC Community Development Block Grant / HOME Subcommittee meeting is scheduled for Wednesday, February 16, 2022, at 5:30 p.m.

INFORMATION ITEMS

None.

ADJOURN

The meeting adjourned at 7:20 p.m.

Dated: March 8, 2022

Tony Alcala
Subcommittee Chair Tony Alcala

Monica Thompson
Recording Secretary Monica Thompson