

MINUTES
HOUSING AND HUMAN SERVICES COMMISSION
Neighborhood Resources Department
235 South Arizona Avenue, Chandler, AZ 85225
Wednesday, June 14, 2023, 6:00 p.m.

CALL TO ORDER / ROLL CALL

Commission Vice Chair Heather Mattisson called the meeting to order at 6:04 p.m.

Commissioners present: Heather Mattisson, Cecilia Hermosillo, Jeff Reynolds, Julie Martin, Ryan Magel, Karen Tepper and Aimee Griffith-Johnson.

Commissioners absent: Tony Alcala (excused), David Gonzalez (excused), Lisa Loring (excused).

Staff present: Riann Balch, Community Resources Senior Manager, Karin Bishop, Community Development Senior Program Manager, Dylan Raymond, Temp Management Analyst Senior and Tilahun Wagaye, Housing and Redevelopment Financial Programs Manager.

Public present: None.

SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC

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

None.

CONSENT AGENDA

Items listed on the Consent Agenda may be enacted by one motion and one vote. If a discussion is required by members of the Board or Commission, the item will be removed from the Consent Agenda for discussion and determination will be made if the item will be considered separately.

1. Minutes of the May 31, 2023, HHSC Meeting Minutes.

Motion: Commissioner Ryan Magel made a motion to approve the Consent Agenda. Commissioner Julie Martin seconded the motion.

Discussion: None.

Results: The motion was approved 7-0.

ACTION AGENDA

2. Approval of 2022-2023 Public Housing Authority Write-Off's

Chair Tony Alcala introduced Housing and Redevelopment Financial Programs Manager Tilahun Wagaye to provide an overview of the proposed 2023 PHA write-offs of \$1,910.28 of public housing tenant accounts as uncollectible.

Each year, HUD requires PHA's to submit write-offs for uncollectable accounts. In previous years, the write-off amount has been much larger, averaging \$12,000. The write-offs include \$1,183.28 for maintenance charges, \$563 for rent, \$89 for pet fees/rent, and \$75 for late and miscellaneous charges. All accounts proposed for write-off have had no activity for approximately six months. It is important to note that each of these accounts, the debt information is entered into a nationwide network which allows every Housing Authority to view unpaid debt as part of the screening process. If an account is past due at the time of screening, potential tenants are required to pay off the debt before proceeding with tenancy.

Commissioner Aimee Griffith-Johnson asked what happens if the funds are received after being written off.

Mr. Wagaye shared that the funding would be received as revenue and the tenant's account would be marked current.

Motion: Commissioner Karen Tepper made a motion to approve the 2022-2023 Public Housing Authority Write-Off's. Commissioner Jeff Reynolds seconded the motion.

Discussion: None.

Results: Motion passed 7-0.

3. Election of Chair and Vice Chair for the Housing and Human Services Commission

Vice Chair Mattisson asked each Commissioner to provide the answers to the following questions to provide biographical information as requested by Commissioner Griffith-Johnson at a previous meeting.

Name:

- Number of years as a Chandler resident
- Number of years of service on the Housing and Human Services Commission
- What position are you interested in serving as and why
- Would you like to nominate yourself or another Commissioner to serve as Chair or Vice Chair?

Commissioner Jeff Reynolds:

- Resident of Chandler since 2003
- Served on HHSC for over one year
- Not currently interested in serving as Chair or Vice Chair
- Would like to nominate Chair: Heather Mattison. Vice Chair: Ryan Magel

Commissioner Julie Martin:

- Resident of Chandler for 2.5 years
- Served on HHSC for two years
- Interested in serving as Vice Chair

Commissioner Ryan Magel:

- Resident of Chandler since 2007
- Served on HHSC for over a year

- Interested in serving as Vice Chair and would like to continue to build the culture of the Commission

Commissioner Karen Tepper:

- Resident of Chandler since 2005
- Served on HHSC for one year
- Feel we have some good candidates.

Commissioner Heather Mattisson:

- Resident of Chandler since 2008
- Served on HHSC for three years
- Thanked the commission for its culture and does not have any nominations

Commissioner Aimee Griffith-Johnson:

- Resident of Chandler since 2006
- Served on HHSC for about a month
- Would like to nominate Chair: Heather Mattisson. Vice Chair: Ryan Magel

Commissioner Cecilia Hermosillo:

- Resident of Chandler since 2000
- Served on HHSC for about one year
- Would like to nominate Chair: Heather Mattisson. Vice Chair: Ryan Magel

Motion: Commissioner Reynolds made a motion to elect Commissioner Heather Mattisson as Chair. Commissioner Aimee Griffith-Johnson seconded the motion.

Commissioner Hermosillo made a motion to elect Commissioner Ryan Magel as Vice Chair. Commissioner Aimee Griffith-Johnson seconded the motion.

Discussion: None.

Results: Motion passed 7-0.

4. Approval of cancelation of July 12, 2023, HHSC Regular Meeting

Vice Chair Mattisson made a recommendation to cancel the July 12, 2023, HHSC Regular Meeting.

Motion: Commissioner Griffith-Johnson made a motion to cancel the July 12, 2023, HHSC Regular Meeting. Commissioner Hermosillo seconded the motion.

Discussion: None.

Results: Motion passed 7-0

MEMBERS COMMENTS / ANNOUNCEMENTS

Commissioner Reynolds announced For Our City's Operation Back to School event on July 25, 2023, at Compass Christian Church. For Our City is in need of hair stylists to provide haircuts to children. Volunteer opportunities are posted at forourcitychandler.org.

Additionally, Commissioner Reynolds shared that For Our City Day is on October 21, 2023. Riann Balch, Community Resources Senior Manager shared that the Neighborhood Programs team received a national first-place award for For Our City Day and a second-place national award for Golden Neighbors. Additional information about both programs can be found at forourcitychandler.org.

CALENDAR

5. HHSC Meeting, Wednesday, August 9, 2023, at 6:00 p.m.

INFORMATION ITEMS

Karin Bishop, Community Development Senior Program Manager shared that the City of Chandler recently completed an audit by Housing and Urban Development and is happy to report that the outcome was extremely positive.

ADJOURN

The meeting adjourned at 6:45 p.m.

Dated: 9/13/23


Recording Secretary Dylan Raymond


Vice Chair Heather Mattisson