



DRAFT Statement of Proceedings for the Regular Meeting of the
Los Angeles County Affordable Housing Solutions Agency

The Metropolitan Water District of Southern California Headquarters, Board Room
700 N. Alameda Street, Los Angeles CA 90012

<http://lacahsa.gov>

Thursday, December 14, 2023

5:00 PM

I. ADMINISTRATIVE MATTERS

AUDIO FOR ENTIRE MEETING (23-4562)

Attachments: [AUDIO](#)

Call to Order and Roll Call. (23-4088)

- Chair Holly J. Mitchell called the Los Angeles County Affordable Housing Solutions Agency (LACAHS A) meeting to order at 5:16 p.m. She announced that the LACAHS A staff received a request from Vice Chair Rex Richardson to teleconference pursuant to AB 2449's "Just Cause" for childcare. Chair Holly J. Mitchell confirmed that because a quorum of board members was present in person at the meeting, AB 2449 could be used.**

Rhonda Rangel, Assistant Division Chief, Commission Services Division, Executive Office of the Los Angeles County Board of Supervisors, conducted the roll.

The following Board Members were:

Present: Chair Holly J. Mitchell, 1st Vice Chair Rex Richardson (Teleconferencing), 2nd Vice Chair Miguel A. Santana, Alternate Board Member Lourdes Castro Ramirez (for Board Member Karen Bass), Alternate Board Member Anish Saraiya (for Board Member Kathryn Barger), Board Member Jorgel Chavez, Board Member Jason Gibbs, Board Member Janice Hahn, Board Member Jenna Hornstock, Alternate Board Member Chelsea Byers (for Board Member Lindsey P. Horvath), Board Member Jonathan Jager, Board Member Zerita Jones, Alternat Board Member Doug Mensman (for Board Member Paul Krekorian), Board Member John A. Mirisch, Board Member Victor A. Sanchez, Board Member Almas Sayeed, Board Member Emma Sharif and Alternate Board Member Daniella Urbina (for Board Member Hilda L. Solis)

Absent: Board Member Alan Greenlee, Board Member Jed Leano, Board Member Nithya Raman and Board Member Kome Ajise (non-voting)

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2. Approval of the October 25, 2023, Meeting Minutes. (23-4089)

Opportunity was given to members of the public to address the LACAHS Board. There was no public comment on this item.

On motion of Second Vice Chair Miguel A. Santana, seconded by Board Member Jason Gibbs, the LACAHS Board approved the minutes of the meeting of October 25, 2023. Said motion was duly carried by the following vote:

Ayes: 16 - Chair Holly J. Mitchell, 1st Vice Chair Rex Richardson (Teleconferencing), 2nd Vice Chair Miguel A. Santana, Alternate Board Member Lourdes Castro Ramirez (for Board Member Karen Bass), Board Member Jorgel Chavez, Board Member Jason Gibbs, Board Member Janice Hahn, Board Member Jenna Hornstock, Alternate Board Member Chelsea Byers (for Board Member Lindsey P. Horvath), Board Member Jonathan Jager, Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian), Board Member John A. Mirisch, Board Member Victor A. Sanchez, Board Member Almas Sayeed and Alternate Board Member Daniella Urbina (for Board Member Hilda L. Solis)

Absent: 5 - Alternate Board Member Anish Saraiya (for Board Member Kathryn Barger), Board Member Alan Greenlee, Board Member Jed Leano, Board Member Nithya Raman, and Board Member Emma Sharif

Attachments: [Supporting Document](#)
[Public Comment/Written Correspondence](#)

II. ACTIONS

3. Discuss and Take Appropriate Action on a Recommendation by the Budget and Administrative Executive Ad Hoc Committee to:
 - a. Find the proposed actions are exempt from the California Environmental Quality Act for the following reasons: The proposed actions are not projects pursuant to California Environmental Quality Act (CEQA) because these are activities that are excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed actions to accept a gift of funds and in-kind administrative services, to negotiate and enter into a consultant services agreement and to administer and manage the contract are administrative activities of LACAHSAs (a local governmental agency), which will not result in direct or indirect changes to the environment.
 - b. As authorized under Section 64720(e) of the Government Code, accept and receive a gift from United Way, Inc. of full funding for all of the LeSar Holdings, Inc. services and all in-kind services sufficient to enter into and carry out the terms and conditions of a consultant services agreement with, by and between LeSar Holdings, Inc. and LACAHSAs, with United Way, Inc. who will be serving as the funding source and one of the signatories to said agreement.
 - c. As authorized under Section 64720(h) and (i) of the Government Code, approve and authorize the preliminary selection of LeSar Holdings, Inc. as the policy consultant for LACAHSAs contingent upon completion of all of the following:
 - i. Completion of the negotiations for a consultant services agreement with price and terms substantially similar to the price and terms set out in the attachment to this Agenda Item, with additional terms added as necessary;
 - ii. The execution of the final consultant services agreement by authorized representatives of both LeSar Holdings, Inc. (serving as the policy consultant) and United Way, Inc. (serving as the funding source); and
 - iii. The execution of the consultant services agreement by the Chair of the Board, first approved as to form by the Office of County Counsel of the County of Los Angeles.

- d. Approve, authorize and delegate authority to the Chair of the Board, with assistance from and in consultation with Budget and Administrative Executive Ad-Hoc Committee, to complete negotiations of the price and terms of a consultant services agreement with LeSar Holdings, Inc. (serving as the policy consultant) and with United Way, Inc. (serving as the funding source) with the price and terms substantially similar to those terms set out in the attachment to this Agenda Item, with additional terms added as necessary.
- e. Approve, authorize and delegate authority to the Chair of the Board to execute the final consultant services agreement with LeSar Holdings, Inc. (serving as the policy consultant) and United Way, Inc. (serving as the funding source), subject to review as to form by the Office of County Counsel of the County of Los Angeles.
- f. Approve, authorize and delegate to the Chair of the Board the authority to implement, enforce and carry out the terms and conditions of said fully-executed consultant services agreement, and to exercise any and all options to extend its terms (if any), provided that any amendments to said agreement shall return to the Board for full approval, subject to review as to form by the Office of County Counsel of the County of Los Angeles.
- g. As authorized in the 2023 MOU by and among LACAHS, United Way, Inc. and the County of Los Angeles, and pursuant to Section 64720(h) of the Government Code, approve, authorize and delegate authority to the Office of County Counsel of the County of Los Angeles to review and assist with the drafting and negotiations of the consultant services agreement, and to review as to form the final consultant services agreement.
- h. No later than 45 calendar days from the date this Agenda Item is approved by the Board, the Budget and Administrative Executive Ad Hoc Committee shall return to the Board in open session and report back on the completion of all contingencies, as set out herein above. (23-4094)

Chair Holly J. Mitchell reported that Board Member Jonathan Jager will recuse himself from voting on Item Nos. 3 and 4 under Government Code 1090 due to having a remote interest in the contracts under Government Code Section 1091(b)(6).

Shirley R. Edwards, Deputy County Counsel, County of Los Angeles, Office of the County Counsel, provided additional information on Item No. 3, including the efforts led by the Budget & Administrative Executive Ad-Hoc Committee (Executive Ad-Hoc Committee) to search for a candidate to serve as the LACAHSAs policy consultant and on the draft preliminary term sheet attached as the supporting document to this item which identifies baseline contract provisions and further contract provisions to be developed during the contract drafting and negotiation stage.

Chair Holly J. Mitchell thanked the Executive Ad-Hoc Committee and other participants who brainstormed to have this recommendation before the LACAHSAs Board at today's meeting.

Opportunity was given to members of the public to address the LACAHSAs Board. There was no public comment on this item.

After discussion, on motion of Vice Chair Rex Richardson, seconded by Board Member Jorgel Chavez, the LACAHSAs Board approved Item No. 3. Said motion was duly carried by the following vote:

Ayes: 15 - Chair Holly J. Mitchell, 1st Vice Chair Rex Richardson, 2nd Vice Chair Miguel A. Santana, Alternate Board Member Lourdes Castro Ramirez (for Board Member Karen Bass), Board Member Jorgel Chavez, Board Member Jason Gibbs, Board Member Janice Hahn, Board Member Jenna Hornstock, Alternate Board Member Chelsea Byers (for Board Member Lindsey P. Horvath, Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian), Board Member John A. Mirisch, Board Member Victor A. Sanchez, Board Member Almas Sayeed and Alternate Board Member Daniella Urbina (for Board Member Hilda L. Solis

Absent: 5 - Alternate Board Member Anish Saraiya (for Board Member Kathryn Barger), Board Member Alan Greenlee, Board Member Jed Leano, Board Member Nithya Raman, and Board Member Emma Sharif

Recuse: 1 - Board Member Jonathan Jager

Attachments: [Supporting Document](#)
[Public Comment/Written Correspondence](#)

4. Discuss and Take Appropriate Action on a Recommendation by the Interim CEO Recruitment/Hiring Ad Hoc Committee to:
 - a. Find the proposed actions are exempt from the California Environmental Quality Act for the following reasons: The proposed actions are not projects pursuant to California Environmental Quality Act (CEQA) because these are activities that are excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed actions to accept a gift of funds and in-kind administrative services, to negotiate and enter into a search firm services agreement and to administer and manage the contract are administrative activities of LACAHSa (a local governmental agency), which will not result in direct or indirect changes to the environment.
 - b. As authorized under Section 64720(e) of the Government Code, accept and receive a gift from United Way, Inc. of full funding for all of KEES services and all in-kind services sufficient to enter into and carry out the terms and conditions of a search firm services agreement with, by and between KEES and LACAHSa, with United Way, Inc. who will be serving as the funding source and one of the signatories to said agreement.
 - c. As authorized under Section 64720(h) and (i) of the Government Code, approve and authorize the preliminary selection of KEES as the Interim/Permanent CEO search firm for LACAHSa contingent upon completion of all of the following:
 - i. Completion of the negotiations for a search firm services agreement with price and terms substantially similar to the price and terms set out in the attachment to this Agenda Item, with additional terms added as necessary;
 - ii. The execution of the final search firm services agreement by authorized representatives of both KEES (serving as the search firm) and United Way, Inc. (serving as the funding source); and,
 - iii. The execution of the final search firm services agreement by the Chair of the Board, first approved as to form by the Office of County Counsel of the County of Los Angeles.
 - d. Approve, authorize and delegate authority to the Chair of the Board, with assistance from and in consultation with the Interim CEO Recruitment/Hiring Ad-Hoc Committee to complete negotiations of the price and terms of a search firm services agreement with KEES (serving as the search firm) and with United Way, Inc. (serving as the funding source) with the price and terms substantially similar to those terms set out in this attachment to this Agenda Item, with additional terms added as necessary.

- e. Approve, authorize and delegate authority to the Chair of the Board to execute the final search firm services agreement with KEES (as the search firm) and United Way, Inc. (as the funding source), subject to review as to form by the Office of County Counsel of the County of Los Angeles.
- f. Approve, authorize and delegate to the Chair of the Board the authority to implement, enforce and carry out the terms and conditions of said fully-executed search firm services agreement, and to exercise any and all options to extend its terms (if any), provided that any amendments to said agreement shall return to the Board for full approval, subject to review as to form by the Office of County Counsel of the County of Los Angeles.
- g. As authorized in the 2023 MOU by and among LACAHSAs, United Way, Inc. and the County of Los Angeles, and pursuant to Section 64720(h) of the Government Code, approve, authorize and delegate authority to the Office of County Counsel of the County of Los Angeles to review and assist with the drafting and negotiations of the search firm services agreement, and to review as to form the final search firm services agreement.
- h. No later than 45 calendar days from the date this Agenda Item is approved by the Board, the Interim CEO Recruitment/Hiring Ad-Hoc Committee shall return to the Board in open session and report back on the completion of all contingencies, as set out herein above. (23-4095)

Chair Holly J. Mitchell reported that Board Member Jonathan Jager will recuse himself from voting on Item Nos. 3 and 4 under Government Code 1090 due to having a remote interest in the contracts under Government Code Section 1091(b)(6).

Shirley R. Edwards, Deputy County Counsel, County of Los Angeles, Office of the County Counsel, provided additional information on Item No. 4, including the efforts led by the Interim CEO Recruitment/Hiring Ad-Hoc Committee (CEO Ad-Hoc Committee) to search for a candidate to serve as the LACAHSAs CEO search firm consultant and on the draft preliminary term sheet attached as the supporting document to this item which identifies baseline contract provisions and details further provisions to be developed during the contact drafting and negotiations.

Chair Holly J. Mitchell thanked Board Member Victor A. Sanchez, also Chair of the CEO Ad-Hoc Committee, and members who worked on getting this recommendation before the LACAHS Board at today's meeting. Board Member Victor A. Sanchez also thanked the committee members.

Opportunity was given to members of the public to address the LACAHS Board. There was no public comment on this item.

After discussion, on motion of Board Member John A. Mirisch, seconded by Board Member Jason Gibbs, the LACAHS Board approved Item No. 4. Said motion was duly carried by the following vote:

Ayes: 16 - Chair Holly J. Mitchell, 1st Vice Chair Rex Richardson, 2nd Vice Chair Miguel A. Santana, Alternate Board Member Lourdes Castro Ramirez (for Board Member Karen Bass), Board Member Jorgel Chavez, Board Member Jason Gibbs, Board Member Janice Hahn, Board Member Jenna Hornstock, Alternate Board Member Chelsea Byers (for Board Member Lindsey P. Horvath), Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian, Board Member John A. Mirisch, Board Member Victor A. Sanchez, Board Member Almas Sayeed, Board Member Emma Sharif and Alternat Board Member Daniella Urbina (for Board Member Hilda L. Solis)

Absent: 4 - Alternate Board Member Anish Saraiya (for Board Member Kathryn Barger, Board Member Alan Greenlee, Board Member Jed Leano, and Board Member Nithya Raman

Recuse: 1 - Board Member Jonathan Jager

Attachments: [Supporting Document](#)
[Public Comment/Written Correspondence](#)

5. Discuss and Take Appropriate Action on the Proposed LACAHSAs Bylaws Introduced by the LACAHSAs Bylaws Ad-Hoc Committee and take the following actions:
 - a. Find the proposed action is exempt from the California Environmental Quality Act (CEQA) for the following reason: The proposed action is not a project pursuant to the CEQA because this activity is excluded from the definition of a project by Section 15378 of the CEQA Guidelines; and
 - b. Approve the Proposed Bylaws
(Continued from the meeting of September 15, 2023) (23-2676)

Chair Holly J. Mitchell reported that at the LACAHSAs meeting held on September 15, 2023, the LACAHSAs Board Members heard a presentation from Board Member John A. Mirisch, also Chair of the Bylaws Ad-Hoc Committee (Committee), and Adrienne Patterson, Deputy County Counsel, Los Angeles County Office of the County Counsel. Following the presentation, the LACAHSAs Board continued the LACAHSAs proposed bylaws to a future LACAHSAs meeting to allow the Committee to incorporate recommendations and finalize the bylaws. Today, the Committee brought the proposed bylaws before the LACAHSAs Board for the Board’s consideration/adoption.

Board Member John A. Mirisch, Chair of the LACAHSAs Bylaws Ad-Hoc Committee (Committee), addressed the LACAHSAs Board and added at the September 15, 2023, LACAHSAs meeting, the LACAHSAs Board discussed the representation of LACAHSAs’s leadership. Based on the input received and further Committee discussion, the Committee reached a consensus that the LACAHSAs Executive Board should have equitable representation from the various constituencies that comprise the LACAHSAs Board (for example the Board of Supervisors’ constituency, the City of Los Angeles’ constituency, the City Selection’s constituency, etc.), and that all constituencies that comprise the LACAHSAs Board should have the opportunity to serve on the LACAHSAs Executive Board. He further added that the Committee agreed that the Budget and Administrative Executive Ad-Hoc Committee along with the forthcoming CEO can weigh in on necessary changes, if need be, in the future. John A. Mirisch thanked Committee Members and Ms. Patterson, who contributed to the development of the LACAHSAs bylaws.

Ms. Patterson, also addressed the LACAHSAs Board and highlighted modifications were made to the LACAHSAs proposed Bylaws since the original discussion at the September 15, 2023, meeting, including language related to:

- **A rotation allowing all constituencies that comprise the LACAHS Board to serve as LACAHS's leadership;**
- **LACAHS alternates having the ability to nominate a chair pro-tem as well as having the ability to cast votes.**
- **LACAHS subcommittees having the ability to select their chair, and that the selection of the chair be with the goal of striving to achieve diversified balanced representation from each LACAHS constituency group.**

In response to the LACAHS Board, Tom Faughnan, Senior Assistant County Counsel, Los Angeles County Office of the County Counsel, confirmed that the LACAHS bylaws were reviewed by his Team.

After discussion, on motion of Board Member Janice Hahn, seconded by Board Member Jenna Hornstock, the LACAHS Board approved the LACAHS proposed bylaws. Said motion was duly carried by the following vote:

Ayes: 18 - Chair Holly J. Mitchell, 1st Vice Chair Rex Richardson, 2nd Vice Chair Miguel A. Santana, Alternate Board Member Lourdes Castro Ramirez (for Board Member Karen Bass), Alternate Board Member Anish Saraiya (for Board Member Kathryn Barger), Board Member Jorgel Chavez, Board Member Jason Gibbs, Board Member Janice Hahn, Board Member Jenna Hornstock, Alternate Board Member Chelsea Byers (for Board Member Lindsey P. Horvath), Board Member Jonathan Jager, Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian), Board Member John A. Mirisch, Board Member Victor A. Sanchez, Board Member Almas Sayeed, Board Member Emma Sharif and Alternate Board Member Chelsea Byers (for Board Member Hilda L. Solis)

Absent: 3 - Board Member Alan Greenlee, Board Member Jed Leano, and Board Member Nithya Raman

Attachments: [Supporting Document](#)
[Public Comment/Written Correspondence](#)

6. Discussion and Possible Action on the LACAHSAs Schedule of Meetings for the Period of January 2024 to December 2024. (23-4414)

Chair Holly J. Mitchell introduced this item and reported that the dates/times for the 2024 LACAHSAs meeting schedule were selected based on the majority of members' availability for each month.

After discussion, on motion of Board Member John A. Mirisch, seconded by Board Member Jason Gibbs, the 2024 LACAHSAs meeting schedule was approved as follows:

- **Wednesday, January 24, 2024 (9:00 am-12:00 pm)**
- **Wednesday, February 21, 2024 (9:00 am-12:00 pm)**
- **Wednesday, March 27, 2024 (5:00 pm-8:00 pm)**
- **Thursday, April 11, 2024 (9:00 am-12:00 pm)**
- **Wednesday, May 29, 2024 (1:00 pm-4:00 pm)**
- **Wednesday, June 26, 2024 (5:00 pm-8:00 pm)**
- **Wednesday, July 17, 2024 (9:00 am-12:00 pm)**
- **Thursday, August 8, 2024 (9:00 am-12:00pm)**
- **Wednesday, September 18, 2024 (1:00 pm-4:00 pm)**
- **Thursday, October 10, 2024 (9:00 am-12:00 pm)**
- **Thursday, November 14, 2024 (9:00 am-12:00 pm)**
- **Wednesday, December 18, 2024 (1:00 pm-4:00 pm)**

Said motion was duly carried by the following vote:

Ayes: 18 - Chair Holly J. Mitchell, 2nd Vice Chair Miguel A. Santana, Alternate Board Member Lourdes Castro Ramirez (for Board Member Karen Bass), Alternate Board Member Anish Saraiya (for Board Member Kathryn Barger), Board Member Jorgel Chavez, Board Member Jason Gibbs, Board Member Janice Hahn, Board Member Jenna Hornstock, Alternate Board Member Chelsea Byers (for Board Member Lindsey P. Horvath), Board Member Jonathan Jager, Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian), Board Member John A. Mirisch, Board Member Victor A. Sanchez, Board Member Almas Sayeed, Board Member Emma Sharif and Alternate Board Member Daniella Urbina (for Board Member Hilda L. Solis)

Absent: 4 - 1st Vice Chair Rex Richardson, Board Member Alan Greenlee, Board Member Jed Leano, and Board Member Nithya Raman

Attachments: [Supporting Document](#)
[Public Comment/Written Correspondence](#)

III. PRESENTATIONS

7. Presentation on Measure H Funding and Refreshed Homeless Initiative Strategies.
- Cheri Todoroff, Executive Director, Los Angeles County Homeless Initiative (23-4091)

Chair Holly J. Mitchell introduced the item and indicated today's presentation will focus on an overview of Measure H, the County's homelessness initiative's refreshed strategies. This presentation is the result of the request of several LACAHS Board Members. Presentation will provide a platform to explore the role LACAHS Board Members can play in the broader homelessness and housing ecosystem and how LACAHS Board Members can support and coordinate with the Initiative in the future. Chair Holly J. Mitchell welcomed Cheri Todoroff, Executive Director, Los Angeles County Homeless Initiative.

Ms. Todoroff made a presentation and responded to questions posed by the LACAHS Board.

Opportunity was given to members of the public to address the LACAHS Board. Member of the public, James Suazo, Executive Director of Long Beach Forward, addressed the LACAHS Board.

Attachments: [Supporting Document](#)
[Public Comment/Written Correspondence](#)

8. Update from Our Future Los Angeles County Coalition.
(Continued from the Meeting of 10/25/2023)
- Elise Buik - President & CEO, United Way of Greater Los Angeles
 - Miguel A. Santana - President & CEO, California Community Foundation
 - Andrew Kerr - Measure H Citizens' Oversight Advisory Board Member and Chief Financial Officer at Crew, Inc. (23-3854)

Chair Holly J. Mitchell reported that the Our Future Los Angeles County Coalition's proposed Measure H Citizens' Ballot Measure (Measure) has potential implications for LACAHS Board Members' strategies and future impact. She further added that all LACAHS Board Members received a confidential fact sheet from LACAHS Board Members' interim Counsel (Los Angeles County Office of the County Counsel) and confirmed that the presentation on the Measure is informational only and that the LACAHS Board will not be taking a position on the Measure.

Chair Holly J. Mitchell introduced the ballot measure citizen proponents, Elise Buik, President and CEO of United Way of Greater Los Angeles; Andrew Kerr, Measure H Citizens' Oversight Advisory Board and Chief Financial Officer at Crew Inc.; and LACAHS Board Member Miguel A. Santana, in his personal capacity as President and CEO of the California Community Foundation and not as a LACAHS Board Member.

Presenters, Elise Buik, Andrew Kerr and Miguel A. Santana gave a presentation and responded to questions posed by the LACAHS Board.

In response to a question from the LACAHS Board, Tom Faughnan, Senior Assistant County Counsel, Los Angeles County Office of the County Counsel, responded that the LACAHS Board cannot use public resources to support or to advocate for the Measure H Citizens' Initiative (Measure). He further added that LACAHS Board Members can lobby (help collect signatures for the Measure) in their personal capacity and own time.

Opportunity was given for members of the public to address the LACAHS Board. There was no public comment on this item.

Attachments: [Supporting Document](#)
[Public Comment/Written Correspondence](#)

IV. MISCELLANEOUS

Matters Not Posted

- 9.** Matters not on the posted agenda, to be placed on the agenda for action at a future meeting for matters that required immediate action because of an emergency situation or where the need to take action came to the attention of the Los Angeles County Affordable Housing Solutions Agency (LACAHS), subsequent to the posting of the LACAHS agenda. (23-4096)

There were none.

Attachments: [Public Comment/Written Correspondence](#)

Public Comment

10. Opportunity for members of the public to address the Los Angeles County Affordable Housing Solutions Agency (LACAHSAs) on items of interest that are within the subject matter jurisdiction of LACAHSAs. (23-4097)

Opportunity was given to members of the public to address the LACAHSAs Board. There was no public comment on this item.

Attachments: [Public Comment/Written Correspondence](#)

Adjournment

11. Adjournment for the November 15, 2023, meeting of the Los Angeles County Affordable Housing Solutions Agency. (23-4098)

The LACAHSAs Board meeting was adjourned at 8:09 p.m.