



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>

Wednesday, June 26, 2024

5:00 PM

AUDIO FOR ENTIRE MEETING. (24-2653)

Attachments: [Audio](#)

I. ADMINISTRATIVE MATTERS

1. Call to Order and Roll Call. (24-2345)

Chair Holly J. Mitchell called the Los Angeles County Affordable Housing Solutions Agency (LACAHS A) meeting to order at 5:08 p.m.

Martha Arana, Staff, 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, 2nd Vice Chair Miguel A. Santana, Alternate Board Member Anish Saraiya (for Board Member Kathryn Barger), Board Member Jorgel Chavez, Alternate Board Member Ardy Kassakhian (for Board Member Jason Gibbs), Board Member Alan Greenlee, Board Member Natalie Knott, Board Member Ivan Sulic (for Board Member Janice Hahn), Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian), Board Member Jed Leano, Board Member John A. Mirisch, Board Member Nithya Raman, Board Member Victor A. Sanchez, Board Member Emma Sharif and Board Member Kome Ajise (non-voting)

Absent: Board Member Karen Bass, Board Member Lindsey P. Horvath, Board Member Jonathan Jager and Board Member Hilda L. Solis

DRAFT

2. Approval of 5/29/2024 Meeting Minutes. (24-2346)

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

On motion of Board Member Victor A. Sanchez, seconded by Alternate Member Ivan Sulic (for Supervisor Janice Hahn), the LACAHS Board approved the minutes of the meeting of May 29, 2024. 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 Anish Saraiya (for Board Member Kathryn Barger), Board Member Jorgel Chavez, Alternate Board Member Ardy Kassakhian (for Board Member Jason Gibbs), Board Member Alan Greenlee, Board Member Knott, Alternate Board Member Ivan Sulic (for Board Member Janice Hahn), Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian), Board Member Jed Leano, Board Member John A. Mirisch, Board Member Nithya Raman, Board Member Victor A. Sanchez, and Board Member Emma Sharif

Absent: 4 - Board Member Karen Bass, Board Member Lindsey P. Horvath, Board Member Jonathan Jager and Board Member Hilda L. Solis

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

II. ACTIONS

3. Discuss whether to amend that certain Policy Consultant Services Agreement ("CONTRACT") entered into by, between and among LACAHSAs, LeSar Holdings, Inc. and United Way, Inc., (February 12, 2024), and take appropriate action as follows:
 - a. Approve, authorize and delegate authority to LACAHSAs counsel to negotiate and draft an amendment to the CONTRACT to add the following clause to carry out Government Code section 1097.6 (c)(1) and (2): "LESAR's duties, services and Work under this CONTRACT shall not include preparing or assisting LACAHSAs or UNITED WAY with preparation of any applications, requests for proposals, requests for qualifications, or any other solicitations, or any portions thereof, regarding a subsequent or additional contract or grant with LACAHSAs or UNITED WAY. LACAHSAs and UNITED shall each, at all times, retain responsibility for their/its separate contracting and grants, including with respect to any subsequent phase of the "Work" as defined in the CONTRACT or any subsequent projects. LESAR's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. LESAR shall cooperate with LACAHSAs and UNITED WAY to ensure that all bidders, applicants and proposers for any subsequent contract or grant on any subsequent phase of the Work or other projects have access to the same information, including all conceptual, preliminary, and initial plans and specifications prepared by LESAR pursuant to THE CONTRACT. Any breach or failure to comply with the provisions set out herein above is a material breach of the CONTRACT, in each instance." And,
 - b. Approve, authorize and delegate authority to the Chair to execute said CONTRACT amendment, after review as to form by LACAHSAs counsel. (24-2421)

Chair Holly J. Mitchell reported that this item is to discuss whether to amend the policy consultant's services agreement entered into by and between LACAHSAs, LeSar Holdings, Inc. (LeSar), and United Way of Greater Los Angeles, to include Section 8.44 to the LeSar contract to specify LeSar's limited role in developing applications, request for proposals, request for qualifications and other resources. A discussion on this item was held at the last Budget and Administrative Executive Ad-Hoc Committee (Executive Ad-Hoc Committee) meeting with a recommendation in support from the Executive Ad-Hoc Committee to bring the item to the full LACAHSAs Board for its consideration.

Chair Holly J. Mitchell welcomed questions from the LACAHSAs Board and indicated Counsel was available to respond to questions, if needed.

Board Member Jed Leano reported that pursuant to Government Code Section 84308, he would be recusing himself from participation on this item, Item No. 3, and leaving the Board Room because he received contribution(s) of more than \$250 within the past 12 months from United Way of Greater Los Angeles, who is a party, participant, or agent of a party or participant in this proceeding.

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

On motion of Vice Chair Rex Richardson, seconded by Board Member Emma Sharif, the LACAHS Board approved this item. 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 Anish Saraiya (for Board Member Kathryn Barger), Board Member Jorgel Chavez, Alternate Board Member Ardy Kassakhian (for Board Member Jason Gibbs), Board Member Alan Greenlee, Board Member Knott, Alternate Board Member Ivan Sulic (for Board Member Janice Hahn), Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian), Board Member John A. Mirisch, Board Member Nithya Raman, Board Member Victor A. Sanchez, and Board Member Emma Sharif

Absent: 4 - Board Member Karen Bass, Board Member Lindsey P. Horvath, Board Member Jonathan Jager and Board Member Hilda L. Solis

Recuse: 1 - Board Member Jed Leano

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

4. Discuss the need to consider and seek out additional funding opportunities, including grants and loans, as start-up funding for LACAHSAs operations, and take appropriate action as follows:
 - a. Approve, authorize and delegate authority to the LACAHSAs Chair (and Chair designee) to (i) identify public and private sector grant and loan funding opportunities to cover LACAHSAs start-up costs and operations; (ii) complete, sign and submit grant applications to fund LACAHSAs start-up costs and operations, provided such grant applications shall not commit or obligate LACAHSAs to the expenditure of funds or use of resources, such grant applications are first reviewed by LACAHSAs counsel and, within 30 days after submission, such grant applications are presented in open session to the LACAHSAs Board for ratification and approval. (24-2420)

Chair Holly J. Mitchell reported that this item was a recommendation she brought forward at the last LACAHSAs Budget and Administrative Executive Ad-Hoc Committee (Executive Ad-Hoc Committee) meeting seeking approval of the Executive Ad-Hoc Committee to bring a recommendation to the full LACAHSAs Board for its consideration to delegate the LACAHSAs Chair and/or designee a blanket motion authorizing the Chair and/or designee to identify funds and/or apply for bridge funding when the opportunity arises. Chair Holly J. Mitchell welcomed questions from the LACAHSAs Board and indicated that Counsel was available to respond to questions, if needed.

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

On motion of Vice Chair Rex Richardson, seconded by Board Member Victor A. Sanchez, the LACAHSAs Board approved this item. 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 Anish Saraiya (for Board Member Kathryn Barger), Board Member Jorgel Chavez, Alternate Board Member Ardy Kassakhian (for Board Member Jason Gibbs), Board Member Alan Greenlee, Board Member Natalie Knott, Alternate Board Member Ivan Sulic (for Board Member Janice Hahn), Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian), Board Member Jed Leano, Board Member John A. Mirisch, Board Member Nithya Raman, Board Member Victor A. Sanchez, and Board Member Emma Sharif

Absent: 4 - Board Member Karen Bass, Board Member Lindsey P. Horvath, Board Member Jonathan Jager and Board Member Hilda L. Solis

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

5. Discuss the need to amend and/or renew the attached 2023 Memorandum of Understanding ("MOU") entered into by and among LACAHSAs, the County of Los Angeles ("County") and United Way, Inc. (dba, United Way of Greater Los Angeles, "United Way") for the provision of County legal and administrative services and to expand, as needed, the scope of County services to include, but not be limited to labor/employment/human resources/pension and benefits services and coverage, for the benefit of LACAHSAs and take appropriate action as follows:
 - a. Approve, authorize and delegate authority to the LACAHSAs Chair (and Chair designee) to negotiate, prepare, execute and implement any and all MOU amendments, and any and all renewal options, as needed, subject to review as to form by LACAHSAs counsel;

- b. Approve, authorize and delegate authority to the Chair (and Chair designee) to approve additional costs and expenditures (and accept additional donated funds from United Way, Inc.) up to 30 percent above the annual estimated MOU cost and expenditure per fiscal year, for the duration of the MOU, as renewed or amended, to fulfill the MOU terms and conditions, subject to review as to form by LACAHSAs counsel; and,
- c. Approve, authorize and delegate authority to the Chair (and Chair designee) to seek and accept a gift, grant or loan of funds from United Way and other contributors in an amount sufficient to pay for all costs and expenditures for all renewal terms and amendments to the MOU and all such funds shall be deposited with the Treasurer & Tax Collector of the County of Los Angeles for MOU costs and expenditures (24-2441)

Chair Holly J. Mitchell explained that this item is to allow the Chair and/or designee to renew or make any adjustments to the existing Memorandum of Understanding (MOU) between LACAHSAs, the County of Los Angeles, and United Way of Greater Los Angeles. This item was also reviewed and discussed at the last Budget and Administrative Executive Ad-Hoc Committee (Executive Ad-Hoc Committee) meeting with a recommendation in support by the Executive Ad-Hoc Committee to bring this recommendation to the full LACAHSAs Board, for its consideration.

Board Member Jed Leano reported that pursuant to Government Code Section 84308, he would be recusing himself from participation in this item, Item No. 5, and leaving the Board Room, because he received contribution(s) of more than \$250 within the past 12 months from United Way of Greater Los Angeles, who is a party, participant, or agent of a party or participant in this proceeding.

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

On motion of Board Member Victor A. Sanchez, seconded by Alternate Board Member Ivan Sulic (for Board Member Janice Hahn), the LACAHSAs Board approved this item. Said motion was duly carried by the following vote:

Ayes: 15 - Chair Holly J. Mitchell, 1st Vice Chair Rex Richardson, 2nd Vice Chairperson Miguel A. Santana, Alternate Board Member Anish Saraiya (for Board Member Kathryn Barger), Board Member Jorgel Chavez, Alternate Board Member Ardy Kassakhian (for Board Member Jason Gibbs), Board Member Alan Greenlee, Alternate Board Member Ivan Sulic (for Board Member Janice Hahn), Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian, Board Member John A. Mirisch, Board Member Nithya Raman, Board Member Victor A. Sanchez, and Board Member Emma Sharif

Absent: 4 - Board Member Karen Bass, Board Member Lindsey P. Horvath, Board Member Jonathan Jager and Board Member Hilda L. Solis

Recuse: 1 - Board Member Jed Leano

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

III. PRESENTATIONS

6. Presentation on LACAHSAs Draft Project Plan for Board Development.

- Natalie Donlin-Zappella, Director of Partnerships and Climate Practice, Global Policy Leadership Academy
- Edwin Peart, Associate, LeSar Development Consultant (24-2348)

Chair Holly J. Mitchell introduced this item on LACAHSAs Draft Project Plan for Board Development (Draft Plan), from the LeSar Team.

Natalie Donlin-Zappella, Director of Partnerships and Climate Practice, Global Policy Leadership Academy, and Edwin Peart, Associate, LeSar Development Consultants, made a presentation and responded to questions posed by the LACAHSAs Board.

The following suggestions and feedback received from the LACAHSAs Board for inclusion in the proposed Draft Plan were to include:

- **Trainings on Ralph M. Brown Act, Roberts' Rules of Order, ethics and conflict of interest, and comprehensive instructions on and the completion of Form 700;**
- **Learnings on the various financial tools that are out there to be able to advance LACAHSAs mission in anticipation of potential new revenue streams;**
- **Education on leveraging funds, and other potential obstacles that jurisdictions face as they utilize public funds;**
- **Information on, 1) the Regional Housing Needs Assessment, the state mandated process to help determine the housing requirements and allocations for the different jurisdictions; 2) the Housing Element Plans that countless cities are in the cycles of processing; 3) the California Department of Housing and Community Development for the information they provide consistently every year on the new housing development laws.**

Natalie Donlin-Zappella further explained that the next steps will be to synthesize the feedback by the LACAHSAs Board to build out the Draft Plan and to bring the Draft Plan back to the Budget and Administrative Executive Ad-Hoc Committee and LACAHSAs counsel, before presenting the Draft Plan again to the full LACAHSAs Board.

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

By common consent there being no objection, (Board Members Lindsey P. Horvath, Karen Bass, Jonathan Jager and Hilda L. Solis being absent), this item was received and filed.

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

7. Presentation/Update on the Proposed Affordable Housing, Homelessness Solutions and Prevention Now Transactions and Use Tax Ballot Initiative.

- Our Future LA Coalition (24-2354)

Chair Holly J. Mitchell introduced Jessica Melendez, Director of Policy for T.R.U.S.T. South LA, and Tommy Newman, Vice President of Public Affairs for United Way of Greater Los Angeles.

Jessica Melendez and Tommy Newman made a presentation and responded to the questions posed by the LACAHS Board. Shirley Edwards, Deputy County Counsel, Los Angeles County Office of the County Counsel, also responded to questions posed by the LACAHS Board.

Vice Chair Rex Richardson congratulated community members and the *Our Future LA Coalition* for being able to attain 400,000 signatures to have the Initiative placed on the 2024 November ballot. He added having learned that this is the first modern countywide citizen-driven Initiative in history.

Chair Holly J. Mitchell also extended her congratulations to presenters.

Opportunity was given to 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. REPORTS

8. Receive and Accept Oral Report by the Budget and Administrative Executive Ad-Hoc Committee. (24-1476)

This item was continued from the last LACAHS meeting on May 29, 2024. The following highlights are from Second Vice Chair Miguel A. Santana's oral report:

- **The Budget and Administrative Executive Ad-Hoc Committee continues to incorporate the feedback provided from the LACAHS Board through various methods and is creating a “syllabus” to map out a series of issue areas that the LACAHS Board wants to be responsive to. The last LACAHS Board Meeting was a good example of the process the LACAHS Board will be using in building consensus.**

- **The Executive Ad-Hoc Committee has been diligently reviewing the LACAHSAs budget. Thus far, philanthropic funding has allowed LACAHSAs to move forward with meetings and have support from the County. However, as funds dwindle down, LACAHSAs may face financial constraints.**
- **Chair Mitchell continues great advocacy by seeking funding from the state and other entities. In addition, the Executive Ad-Hoc Committee (Chair, First Vice Chair and Second Vice Chair) have had conversations with the Conrad N. Hilton Foundation seeking funding to get LACAHSAs through the next several months. Funding for LACAHSAs is of concern and an item the Executive Ad-Hoc Committee will continue to focus on.**

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

On motion of Board Member Victor A. Sanchez, and by common consent, there being no objection (Board Members Lindsey P. Horvath, Karen Bass, Jonathan Jager and Hilda L. Solis, being absent), the LACAHSAs Board received and filed Second Vice Chair Miguel A. Santana's oral report.

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

- 9. Receive and Accept Oral Report by the Interim CEO Recruitment/Hiring Ad-Hoc Committee. (Continued from the meeting of May 29, 2024) (24-1478)**

The following highlights are from Board Member Victor A. Sanchez's (Chair of the Interim CEO Recruitment/Hiring Ad Hoc Committee) oral report:

- **To date, a total of 25 applications in response to the "Opportunity Guide" launch have been received, and KEES has considered 5 applicants to be qualified for the Interim CEO position.**
- **Round 1 Interview Session will be conducted by Interim CEO Recruitment/Hiring Ad-Hoc Committee on July 18, 2024.**
- **The full LACAHSAs Board is being polled via a survey for their availability to participate in a Special Closed Session meeting of the LACAHSAs Board for a Round 2 Interview Session, scheduled to take place on July 25, 2024, at the Long Beach City Chambers.**

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

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

V. ELECTION OF OFFICERS

10. Election of Second Vice Chair. (24-2418)

Chair Holly J. Mitchell indicated that at the last LACAHS meeting held on June 26, 2024, Board Member Victor A. Sanchez was unanimously nominated by the LACAHS Board to serve as the LACAHS's Second Vice Chair. Chair Holly J. Mitchell indicated moving forward, unless otherwise noted, with an official vote approving Board Member Victor A. Sanchez's nomination.

Therefore, on motion of Vice Chair Rex Richardson, seconded by Board Member Jorgel Chavez, the LACAHS Board approved the election of Board Member Victor A. Sanchez as the Second Vice Chair of the LACAHS Board. 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 Anish Saraiya (for Board Member Kathryn Barger), Board Member Jorgel Chavez, Alternate Board Member Ardy Kassakhian (for Board Member Jason Gibbs), Board Member Alan Greenlee, Board Member Natalie Knott, Alternate Board Member Ivan Sulic (for Board Member Janice Hahn), Board Member Zerita Jones, Alternate Board Member Doug Mensman (for Board Member Paul Krekorian), Board Member Jed Leano, Board Member John A. Mirisch, Board Member Nithya Raman, Board Member Victor A. Sanchez, and Board Member Emma Sharif

Absent: 4 - Board Member Karen Bass, Board Member Lindsey P. Horvath, Board Member Jonathan Jager, and Board Member Hilda L. Solis

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

11. Inauguration of Incoming Chair, First Vice Chair and Second Vice Chair.
(24-2442)

Chair Holly J. Mitchell expressed that it has been a pleasure for her to work with all LACAHSAs Board Members as well as being part of an innovative new concept. She appreciates the eagerness of all Board Members to step up, trust each other, trust the process and the commitment to protect, preserve, and produce housing on a regional basis.

Chair Holly J. Mitchell thanked all the staff, Counsel, United Way of Greater Los Angeles, and the Metropolitan Water District (MWD). She gave a special “thank you” to the MWD for providing LACAHSAs with the space for its meetings, and in doing so, decreasing LACAHSAs's budget.

Chair Holly J. Mitchell handed the Gavel to the new incoming Chair, Rex Richardson.

Newly elected Chair, Rex Richardson, praised former Chair Holly J. Mitchell for being LACAHSAs's inaugural Chair and for the learnings he acquired from her while working under her tenure. Newly elected First Vice Chair Miguel A. Santana and Second Vice Chair Victor A. Sanchez also offered remarks.

Outgoing Chair Holly J. Mitchell was presented with a cake for her leadership and tenure as LACAHSAs's inaugural Chair.

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

VI. MISCELLANEOUS

Matters Not Posted

12. 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 (LACAHSAs), subsequent to the posting of the LACAHSAs agenda. (24-2368)

There were none.

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

Public Comment

13. 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. (24-2369)

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

14. Adjournment for the June 26, 2024 meeting of the Los Angeles County Affordable Housing Solutions Agency. (24-2371)

Newly elected Chair Rex Richardson indicated that the next LACAHSAs meeting will take place on Wednesday, July 17, 2024, at 9:00 a.m. The LACAHSAs Board meeting was adjourned at 6:52 p.m.