

LACAHSA Ad Hoc Committee Formation and Context for the Statutory Citizens' Oversight Committee

Date: August 8, 2024
To: LACAHSA Board
From: LACAHSA Budget & Administrative Executive Ad-Hoc Committee
Subject: Formation of LACAHSA Ad Hoc Committees August 2024

Background and Process

- July 31 – The Budget and Administrative Executive Ad-Hoc Committee discussed forming the following Ad Hoc Committees
- August 8 – Full Board to review and vote on recommended Ad Hoc Committees scopes and deliverables and disband the Bylaws Ad Hoc Committee
- After August 8 - Rank-order preference poll will be sent to all Board members, results to be shared with Executive Ad Hoc Committee for Member placements
 - September – Executive Committee to recommend ad hoc committee memberships
 - September 18 – Full Board to approve membership of each committee

Existing Ad Hoc Committee

1. Budget and Administrative, Executive Ad Hoc Committee (Executive Committee) (To be evaluated for conversion to a standing committee in June 2025)
 - a. To consist of the Chair, Vice Chair, Second Vice Chair, and the Chairs of the Production and Preservation, Tenant Protections, and Local City Coordination and Capacity-Building Committees
 - i. Currently anticipated to be 6 members

Proposed Ad Hoc Committees

1. Human Capital Ad Hoc Committee
 - a. Up to 9 members

- b. Chaired by the 2nd Vice Chair of the Board
- c. Hiring the Interim CEO, Inspector General, and Permanent CEO
- d. Discussing the Legal Counsel and Board Secretary contracts as necessary
- e. Will disband and be reconstituted as necessary

2. Production, Preservation, and Homeownership Ad Hoc Committee

- a. Up to 7 members, Chair to sit on Budget and Administrative Executive Ad Hoc Committee
- b. Goal – To formulate recommendations for Board approval as to programs and strategies for advancing the construction of new affordable housing, pathways to homeownership, affordable housing preservation, planning and technical assistance related to affordable housing and land use, including but not limited to supporting innovative solutions to reduce barriers to affordable housing, and to accelerate its production and preservation. These recommendations are intended to inform Board discussion on the LCAHSA Strategic Plan and inaugural funding plan in 2025.
- c. Recommendations to go to the Local City Coordination and Capacity-Building Ad Hoc Committee for discussion and comments, then to the Executive and Administrative Ad Hoc Committee for placement on Board Agendas.

3. Tenant Protections and Support Ad Hoc Committee

- a. Up to 7 members, Chair to sit on Budget and Administrative Executive Ad Hoc Committee
- b. Goal - To formulate recommendations for Board approval as to programs and strategies for advancing tenant protection and support programs, including but not limited to, legal assistance, settlement assistance, pathways to homeownership, coordination with small property owners and their associations, emergency rental assistance, and other innovative programs to keep people housed. These recommendations are intended to inform Board discussion on the LCAHSA Strategic Plan and inaugural funding plan in 2025.
- c. Recommendations to go to the Local City Coordination and Capacity-Building Ad Hoc Committee for discussion and comments, then to the Executive and Administrative Ad Hoc Committee for placement on Board Agendas.

4. Local City Coordination and Capacity-Building Ad Hoc Committee

- a. Up to 7 members, Chair to sit on Budget and Administrative Executive Ad Hoc Committee

- b. Goal – To make recommendations to the Board on how to work closely with the 89 jurisdictions in LA County, with a focus on the 86 cities not directly represented on the Board. To make recommendations to the Board relating to assisting cities, meeting their capacity-building needs, and coordinating their asks and advocacy. These recommendations are intended to inform Board discussion on the LCAHSA Strategic Plan and inaugural funding plan in 2025.
 - c. Recommendations to go to the Executive and Administrative Ad Hoc Committee for placement on Board Agendas.
5. Legislative Advocacy and Communications Ad Hoc Committee
- a. 4 members + Board Chair, 1st Board Vice Chair, and 2nd Board Vice Chair
 - b. Chaired by the 1st Vice Chair of the Board
 - c. Goal – To make recommendations to the Board on the Agency’s Federal and State advocacy including but not limited to recommending a legislative agenda to the Board, drafting legislative position letters, hosting and/or attending policy convenings, travelling to directly engage with legislators and executives, and providing policy direction for LCAHSA’s communications strategy, outreach, issues, and materials.

Notes on Ad Hoc Committees

- Each Ad Hoc Committee to set its own schedule with a deliverable to the full Board at the January 2025 Board Meeting
- Each Ad Hoc Committee to be re-evaluated for conversion to standing committees or disbandment in June 2025
- This draft includes a few lines for each of the recommended ad hoc committees showing number of members, goals, and scope
- General guidelines
 - Members should not be required to serve on committees
 - Members will apply to committees through a rank-order preference poll
 - The Executive Ad Hoc Committee will nominate placements for Board Approval

Standing Committee Required by Statute (For Context)

1. Citizens’ Oversight Committee (Standing - Mandated by SB679)

- a. To be constituted after hiring the Inspector General. Once the Board hires the Inspector General they will set a date for the Committee to be formed. This committee must approve the annual or multi-year funding plan before it can go into effect.

SB 679 Language on the Citizens' Oversight Committee

64718. (a) The board shall form a citizens' oversight committee that adheres to the guiding principles of ensuring that the region produce enough housing at all income levels, particularly at the lowest levels of affordability, while preserving affordable housing, and protecting residents from displacement. The committee shall be composed of 11 voting members and 1 nonvoting member with knowledge and experience in the areas of affordable housing finance and development, or tenant protection, or housing preservation. The citizens' oversight committee shall meet as necessary and provide substantial assistance in the development of funding guidelines and the overall implementation of agency programs. The committee shall have a vote to approve the annual organizational expenditure plan prior to approval by the board pursuant to subdivision (c) of Section 64717. The committee shall report directly to the board and the public. Consistent with the provisions of this chapter, the committee shall provide consultation and make recommendations to the board. The committee shall meet as often as is necessary to fulfill its roles and responsibilities.

(b) Committee members shall carry out the responsibilities laid out in this section and play a valuable and constructive role in the ongoing improvement and enhancement of the agency. Committee members will offer their unique knowledge and experience in the areas of affordable housing finance and development, tenant protection, and housing preservation. The committee members shall meet the following requirements:

(1) All members shall reside in Los Angeles County.

(2) All members shall be subject to conflict-of-interest provisions. No person currently serving as an elected or appointed city, county, special district, state, or federal public officeholder, or currently employed by a city or county agency, shall be eligible for membership on the committee.

(3) In addition to all conflict-of-interest provisions all members shall be required to divest of any investments from which their participation on the committee may further their personal or institutional financial interests.

(c) A person may apply to the Office of the Inspector General to become a member of the committee. The Office of the Inspector General shall select the members of the committee by a date set by the board. The committee shall have at least one member representing each of the following professions or areas of expertise, except as provided in subdivision (d):

- (1) A person with experience in the field of municipal or public finance and budgeting with a minimum of five years of relevant experience in that field.
 - (2) A person with experience in senior-level decisionmaking in affordable housing development, preservation, and operations and with a minimum of five years of relevant experience in that field.
 - (3) A person with experience in housing finance and with a minimum of five years of experience in that field.
 - (4) A person with experience in tenant rights organizing or advocacy and with a minimum of five years of experience in that field.
 - (5) A person with experience in housing seniors or people with disabilities and with a minimum of five years of experience in that field.
 - (6) A person with experience as a legal expert advancing or enforcing fair housing policies on behalf of a community-based organization and with a minimum of five years of experience in that field.
 - (7) A person with experience in the management of large-scale housing construction projects and associated labor practices and with a minimum of five years of experience in that field.
 - (8) A person with a minimum of five years of lived experience as a low- or moderate-income tenant who has experienced being homeless for a minimum of one year.
 - (9) A person with a minimum of five years of lived experience as a low- or moderate-income tenant or who has experienced being homeless for a minimum of one year.
 - (10) A recognized representative of employees at the Los Angeles Homeless Services Authority.
 - (11) A person with experience in managing, forming, serving, or operating community land trusts or community development corporations and with a minimum of five years of experience in that field.
 - (12) A young person between 18 and 24 years of age with demonstrated lived experience of homelessness, experience as a low- or moderate-income tenant, or demonstrated experience as an organizer or advocate for tenant rights with community based organizations, who shall be a nonvoting member.
- (d) If, after making a good faith effort to select individuals who meet the requirements of subdivision (c), the Office of the Inspector General is unable to identify individuals who meet the requirements of subdivision (c), then no more than two members from one or more of the remaining areas of expertise may be selected, except in the case of paragraphs (8) and (9) of subdivision (c), which positions shall remain vacant until filled.

(e) A committee member may be removed from their position if a majority of the committee members votes for removal upon finding that the committee member has violated a federal or state law, a regulation, a local ordinance, or a policy or practice of the agency, relative to ethical practices.

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