

**COUNTY OF MONTEREY'S BOARD OF SUPERVISORS'
AND
HOUSING AUTHORITY OF THE COUNTY OF
MONTEREY'S BOARD OF COMMISSIONERS'
JOINT SUBCOMMITTEE ON
HOUSING AUTHORITY ISSUES**

June 18, 2009
Monterey County Administration Building, Asilomar Room
168 W. Alisal St., Salinas, CA.
2:30 PM – 3:30 PM

Members Present: Supervisor Jane Parker, District 4; Supervisor Dave Potter, District 5; Commissioner Alan Styles, Housing Authority; Commissioner Liz Williams, Housing Authority; Kathleen Lee, Aide to Supervisor Potter; Jim Cook, Director of Redevelopment and Housing Office; and Karina Torres, Redevelopment and Housing Office.

1. **Call to Order:** Commissioner Styles (Chair), called the meeting to order at 2:45PM
Roll Call from sign-in sheet.

2. **Public Comment:** None

3. **Approval of minutes:** Not applicable

4. **New Business:**

a) **Review Housing Authority Board Tenant Commissioner Appointment Procedures.**

The Appointment procedures were reviewed by the subcommittee as follows:

- *Housing Authority and Board of Supervisors form a Subcommittee consisting of two Supervisors and two Housing Authority Commissioners.*

Subcommittee has been formed.

- *The Subcommittee reviews and finalizes the Tenant Commissioner letter and application which the Housing Authority sends directly to all tenants to solicit applicants.*

Commissioner Styles indicated the Tenant Commissioner solicitation package was distributed at Housing Authority projects. He noted that the solicitations were not sent by mail to individual tenants because it is very costly. Instead, the letter and application were posted at the Housing Authority's Office, web page, and housing facilities. In addition, a notice was also published in local newspapers. Supervisor Parker asked how much the postage cost would be. Commissioner Styles replied that currently there 5,500 residents, therefore, postage would be costly.

- *Interested tenants return completed applications to the Housing Authority within one month.*

Commissioner Styles stated the application period was extended by thirty (30) days in attempt to receive more applications.

- *The Housing Authority prescreens applications for eligibility and forwards eligible applications to the Subcommittee.*

A total of four applications were submitted for consideration.

- *The Subcommittee reviews applications and recommendations from the Housing Authority.*

Applications submitted by Andrew Jackson of Casanova Plaza, Robert Feller of Rippling River, Merri Bilek of Rippling River, and Rosalia Trujillo of Casa de Oro were reviewed by the subcommittee.

Supervisor Potter requested clarification about Ms. Bilek's in Housing Authority meetings. Commissioner Styles stated that Ms. Bilek is well prepared, vital, and a great representative of Rippling River. Supervisor Potter concurred that Ms. Bilek should be kept as Tenant Commissioner for Rippling River.

Commissioner Williams expressed her concern with Ms. Trujillo's ability to attend daytime meetings.

Supervisor Potter suggested meeting/interviewing the applicants in person. **Commissioner Styles agreed to invite Ms. Trujillo and Mr. Jackson to meet with the subcommittee on July 7, 2009, at noon, in the Board Conference room.**

Per Supervisor Potter's suggestion, the following questions were prepared by the subcommittee for the interview with the applicants:

1. Why are you interested in the Tenant Commissioner position?
2. What qualities do you feel you poses that will help you in this position?
3. How much of a time commitment are you prepared to make if appointed?
4. Site examples of problems you have solved in your facility.
5. Any questions?

A selection will be made following the interview and forwarded on to the full Board for appointment.

- *The subcommittee forwards recommendations to the full Board of Supervisors for appointment of two Tenant Commissioners.*

Merri Bilek's name was forwarded to the Board of Supervisors for appointment. The remaining applicant will be forwarded following the interview. Staff was directed to process the appointment of Merri Bilek as soon as possible.

5. **Adjournment:** Commissioner Styles, adjourned the meeting at 3:15 PM.