



SAN DIEGO  
HOUSING  
COMMISSION

## SPECIAL MEETING AGENDA

SAN DIEGO HOUSING COMMISSION  
SPECIAL MEETING AGENDA  
FEBRUARY 19, 2021, 9:00 A.M.  
VIDEO CONFERENCE  
SAN DIEGO, CALIFORNIA 92101

**Chair Stefanie Benvenuto**  
**Vice Chair Ryan Clumpner**  
**Commissioner Dion Akers**  
**Commissioner Margaret Davis**  
**Commissioner Johanna Hester**  
**Commissioner Kellee Hubbard**  
**Commissioner Eugene “Mitch” Mitchell**

### **COVID- 19 PUBLIC SERVICE ANNOUNCEMENT REGARDING SDHC BOARD OF COMMISSIONERS MEETING ACCESS AND PUBLIC COMMENT:**

Until further notice, San Diego Housing Commission (SDHC) Board of Commissioners (Board) meetings will be conducted pursuant to the provisions of [California Executive Order N-29-20](#), which suspends certain requirements of the Ralph M. Brown Act.

During the current State of Emergency and in the interest of public health and safety, most—and most likely all—of the SDHC Commissioners, General Counsel and staff will be participating in SDHC Board meetings by video conference. In accordance with the Executive Order, there will be no members of the public in attendance at the SDHC Board meetings. We are providing alternatives to in-person attendance for viewing and participating in SDHC Board meetings.

In lieu of in-person attendance, members of the public may submit their comments in the following manner:

**Comment on Agenda Items** must be submitted using the SDHC Board meeting [public comment webform](#), and indicating the agenda item number for which they wish to submit their comment. Only comments submitted no later than **4 p.m. the day prior to the meeting** using the public comment webform will be eligible to be read into the record. If you submit more than one form per item, only one will be read into the record. All other comments submitted, including those received after 4 p.m. the day prior and before 8 a.m. the day of the meeting, will be provided to the SDHC Commissioners and posted online with the meeting materials. All comments are limited to 1,250 characters (approximately 200 words). Comments submitted after 8 a.m. the day



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of the meeting but before the item is called will be submitted into the written record for the relevant item.

**Non-Agenda Public Comment** must be submitted using the SDHC Board meeting [public comment webform](#), checking the appropriate box, no later than **8 a.m. the day of the meeting** to be eligible to be read into the record. The first 30 comments received by 8 a.m. will be read into the record. The maximum number of comments to be read into the record on a single issue will be 16. All other comments submitted, including those received after 8 a.m. the day of the meeting, will be provided to the SDHC Commissioners. All comments are limited to 1,250 characters (approximately 200 words).

**Closed Session Public Comment** must be submitted using the SDHC Board meeting [public comment webform](#) no later than **4 p.m. the day prior to the posted meeting** to be eligible to be read into the record. All other comments submitted, including those received after 4 p.m. the day prior and before 8 a.m. the day of the meeting, will be provided to the SDHC Commissioners and posted online with the meeting materials. All comments are limited to 1,250 characters (approximately 200 words).

If you have an attachment to your comment, you may send it to [sdhcdocketinfo@sdhc.org](mailto:sdhcdocketinfo@sdhc.org), and it will be distributed to the SDHC Commissioners.

The public may view and listen to the SDHC Board meetings through livestreaming on SDHC's website. Click on "Watch the Video" near the bottom of the SDHC Board of Commissioners page on the website: <https://www.sdhc.org/governance-legislativeaffairs/sdhc-board-of-commissioners/>

**Assistance for the Disabled:** Agendas, reports and records are available in alternative formats upon request. Please contact [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org), (619) 578-7550 (voice) or (619) 398-2440 (TTY) at least five days prior to the meeting.

**Questions Regarding Agenda Items:** For specific questions regarding any item on the San Diego Housing Commission agenda, please contact [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org) or (619) 578-7550. Internet access to agendas and reports is available at <https://www.sdhc.org/governance-legislative-affairs/sdhc-board-of-commissioners/meetings/>

## **ITEMS**

### **10 CALL TO ORDER**

### **20 NON-AGENDA PUBLIC COMMENT**

At this time, individuals may address the San Diego Housing Commission (Housing Commission) on any subject in its area of responsibility that is not presently pending before the Housing Commission. Pursuant to the Brown Act, the Housing Commission can take no action.



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**30 COMMISSIONER COMMENTS**

**40 REPORT BY THE PRESIDENT & CHIEF EXECUTIVE OFFICER**

**ADOPTION AGENDA**

*All of the actions of the San Diego Housing Commission Board of Commissioners (Housing Commission Board) listed in the agenda are final seven days after Housing Commission Board action unless the Housing Authority of the City of San Diego asks to review the decision of the Housing Commission Board within the seven-day period.*

**100 [HCR21-033 Approval of a Memorandum of Understanding between the City of San Diego and the San Diego Housing Commission for Oversight and Administration of the City of San Diego's COVID-19 Housing Stability Assistance Program; Authorization for the San Diego Housing Commission to Accept and Expend Federal and State Coronavirus Relief Funds and Coronavirus Aid, Relief and Economic Security \(CARES\) Act Community Development Block Grant Funds to Support the Program; and Approval of Related Actions](#)**

That the San Diego Housing Commission (Housing Commission) recommend that the Housing Authority of the City of San Diego (Housing Authority) take the following actions:

- 1) Authorize the Housing Commission to enter into a Memorandum of Understanding (MOU) with the City of San Diego for the Housing Commission to oversee and administer the City of San Diego's COVID-19 Housing Stability Assistance Program to provide emergency rental assistance and/or utility assistance to households with low income in the City of San Diego that experience financial hardship due to the COVID-19 pandemic;
- 2) Authorize the Housing Commission to amend its Fiscal Year 2021 budget in the amount of \$92,211,316.57 which consists of \$42,333,563 in federal Coronavirus Relief Funds allocated directly to the City of San Diego; \$44,877,753.57 in federal funds allocated by the State of California to the City of San Diego, and \$5,000,000 from federal Coronavirus Aid, Relief, and Economic Security (CARES) Act Community Development Block Grant (CDBG) funds awarded to the City of San Diego, to be administered by the Housing Commission to provide emergency rental assistance and/or utility assistance to households with low income in the City of San Diego that experience financial hardship due to the COVID-19 pandemic and to cover administrative expenses in accordance with federal and state funding requirements;
- 3) Authorize the Housing Commission's President & CEO, or designee, to modify the COVID-19 Housing Stability and Assistance Program, if necessary, without further action by the Housing Commission's Board of Commissioners (Board) or the Housing Authority, but only if and to the extent that such changes comply with the terms of the executed MOU and are necessary to fulfill federal and state funding requirements;



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- 4) Authorize the Housing Commission's President & CEO, or designee, to substitute approved funding sources with any other available funds as deemed appropriate, contingent upon budget availability, and further authorize the President & CEO, or designee, to take such actions as are necessary, convenient and/or appropriate to implement this approval and delegation of authority by the Housing Commission upon advice of the General Counsel; and
- 5) Authorize the Housing Commission's President & CEO, or designee, to execute all necessary documents and instruments that are necessary and/or appropriate to implement these approvals, in a form and format approved by General Counsel, and to take such actions necessary and/or appropriate to implement these approvals.

**101 [HCR21-035 Amendment to Third Term of San Diego Housing Commission's Agreement for Temporary Staffing Service with Remedy Temporary Services, LLC D/B/A REMX, FS-17-03.0](#)**

That the San Diego Housing Commission (Housing Commission) take the following actions:

- 1) Approve an increase to the maximum compensation for the current term of the Agreement for Temporary Staffing Services with Remedy Temporary Services, LLC D/B/A REMX (REMX) in the amount of \$250,000 for a maximum compensation amount of \$500,000 as identified in the Agreement, to provide compensation for additional temporary staff on-boarded for the administration of the Emergency Rental Assistance Program in response to the ongoing COVID-19 pandemic and provide for standard staffing needs of the Housing Commission;
- 2) Authorize the President & Chief Executive Officer (President & CEO), or designee, to substitute the funding sources with other available funding sources provided the total program/project budget amount after substitution does not exceed the approved total budget, should the operational need arise or should such actions be to the benefit of the Housing Commission and its mission; and
- 3) Authorize the President & CEO, or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and take such actions as are necessary and/or appropriate to implement these approvals.



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102 [HCR21-036](#) [Approval of the Award of Housing Stability Assistance Program Temporary Staffing Agreements](#)

That the San Diego Housing Commission (Housing Commission) take the following actions:

- 1) Authorize the award of a Temporary Staffing Agreement with AppleOne Employment Services in an amount not to exceed \$500,000 per year, with one renewal option, for temporary staffing, as needed, to support the administration and operation of the City of San Diego's COVID-19 Housing Stability Assistance Program (HSAP Program), contingent upon the Housing Commission Board of Commissioners (Board), the San Diego City Council (Council) and the Housing Authority of the City of San Diego (Housing Authority) authorizing the HSAP Program and funding for the HSAP Program;
- 2) Authorize the award of a Temporary Staffing Agreement with Manpower of San Diego in an amount not to exceed \$500,000 per year, with one renewal option, for temporary staffing, as needed, to support the administration and operation of the City of San Diego's HSAP Program, contingent upon the Board, the Council and the Housing Authority authorizing the HSAP Program and funding for the HSAP Program;
- 3) Authorize the award of a Temporary Staffing Agreement with Remedy Temporary Services, LLC DBA REMX in an amount not to exceed \$500,000 per year, with one renewal option, for temporary staffing, as needed, to support the administration and operation of the City of San Diego's HSAP Program, contingent upon the Board, the Council and the Housing Authority authorizing the HSAP Program and funding for the HSAP Program;
- 4) Authorize the President & Chief Executive Officer (President & CEO), or designee, to substitute the funding sources with other available funding sources, provided the total program/project budget amount after substitution does not exceed the approved total budget, should the operational need arise or should such actions be to the benefit of the Housing Commission and its mission; and
- 5) Authorize the President & CEO, or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and take such actions as are necessary and/or appropriate to implement these approvals.