

# LACAHS Citizens' Oversight Committee

## Application Overview

### INTRODUCTION

Thank you for your interest in serving on the Los Angeles County Affordable Housing Solutions Agency Citizens' Oversight Committee (referred to hereinafter as COC or Committee). The COC plays a vital role in ensuring that the Los Angeles region produces enough housing at all income levels, particularly at the lowest levels of affordability, while preserving affordable housing and protecting residents from displacement.

LACAHS encourages applications from individuals of all backgrounds, including, but not limited to, those with lived experience of housing insecurity and from communities most impacted by the affordable housing crisis in Los Angeles County; those with housing finance, development, operations, and/or preservation experience; those with experience with senior housing or disability housing experience; and/or those with tenant rights organizing or advocacy experience.

The LACAHS COC is currently recruiting to fill the following seats to join as members of the Citizens' Oversight Committee to ensure Measure A funds shape an equitable housing future for our community:

- **Seat 10** A Recognized representative of employees at the Los Angeles Homeless Services Authority
- **Seat 12** A young person between the ages 18–24 with lived experience of homelessness, low- or moderate-income tenancy, or tenant rights advocacy (nonvoting member).

**Term:** The Committee Members may be asked to serve up to a full three- or five-year term.

### COMMITTEE RESPONSIBILITIES

COC members are responsible for:

- Considering and approving the annual expenditure plan prior to the Board's approval
- Providing input on the standards for annual audits of recipients of Agency funds that are not public agencies
- Reviewing annual audits of all Agency funding recipients, including public agencies, and preparing a report
- Holding a public hearing on the audit report
- Participating in the Agency's five-year comprehensive review of all projects and programs
- Advising on any other item referred to the COC by the Board

The COC may also review:

- The efficiency and effectiveness of the Agency's use of funds under each program category
- For local direct allocations of Agency funding, the program revenues and uses for each local jurisdiction
- The percentage of the expenditure plan expenditures compared to project milestone completion

***For more information, please see LACAHS's COC***

***Charter: <https://file.lacounty.gov/SDSInter/bos/supdocs/201170.pdf>.***

Questions? Email [lakahsa@gpla.co](mailto:lakahsa@gpla.co)

Learn more at: <https://lakahsa.gov/>



## SUBMISSION INSTRUCTIONS

### Application Due Date:

All application materials are due by **5:00 p.m. Pacific Standard Time (PST) on Friday, March 20, 2025.**

### Complete application materials include:

- All pages of the application completed
- Three references
- Resume / curriculum vitae (CV) attachment

***Incomplete applications may be eliminated from consideration.***

**Application Submission:** Submit your completed application along with your resume/CV by one of the following methods:

**Online Form with Emailed Resume/CV:** [LACAHSAs Citizens' Oversight Committee Member Application – Fill out form](#)

**Email:** [lacahsa@gpla.co](mailto:lacahsa@gpla.co)

### Hardcopy Format (Mail or In-Person Drop-Off):

Kenneth Hahn Hall of Administration  
Los Angeles County Affordable Housing Solutions Agency  
Attn: Office of Inspector General  
500 W Temple St. Room B50-b  
Los Angeles, CA 90012

### *If you need to submit a hard copy application:*

- Please email [lacahsa@gpla.co](mailto:lacahsa@gpla.co) for a print-ready form of the LACAHSAs COC application.
- Complete the entire application. *Incomplete applications may be eliminated from consideration.*
- Print clearly and legibly or type your application. Doing so can help speed up processing time. Unclear handwriting may cause delays.
- Make sure you submit all pages of your application. Pages are numbered in the bottom right corners.



- Initial every page if you are submitting a paper application. Initial the bottom right corner of every page in the "Initial" box to help make sure each page of your application stays together.
- Submit your application by the due date. This application must be received by 5:00 p.m. PST on Friday, March 20, 2025.

***The Office of the Inspector General will review all applications and will exclude anyone who does not meet the eligibility criteria, or who has not submitted a complete application. Prospective COC members may be contacted for additional information.***

***Applications will be reviewed and a shortlist of applicants will be selected for an interview.***

For questions or assistance, please contact: [lakahsa@gpla.co](mailto:lakahsa@gpla.co)



## **COC APPLICATION INSTRUCTIONS**

### **Section 1: Contact Information**

Please fill out your full name, email address, phone number, home and mailing address, and preferred contact method.

### **Section 2: Employment Information**

Please select the appropriate choices about your employment information.

### **Section 3: Committee Information**

## **ELIGIBILITY REQUIREMENTS**

To be considered for appointment to the LACAHSAs COC, applicants must:

- Reside in Los Angeles County
- Not currently serve as an elected or appointed city, county, special district, state, or federal public officeholder
- Not currently be employed by a city or county agency
- Be willing to divest of any investments from which participation on the Committee may further personal or institutional financial interests within 60 days of appointment
- Be willing to comply with LACAHSAs's conflict-of-interest policies, which require, among other requirements, that Committee Members file a Form 700 (Statement of Economic Interests) upon taking office and annually thereafter
- Not institute or be a party to any legal action pending against the Agency
- Not engage in commercial activity directly or indirectly involving the agency, such as being a consultant to the Agency or to any party with pending legal actions against the Agency
- Not have direct commercial interest or employment with any public or private entity that receives funds from the Agency
- Be able to meet at least quarterly and as necessary to fulfill committee responsibilities

**For more information, please see LACAHS's COC**

**Charter:** <https://file.lacounty.gov/SDSInter/bos/supdocs/201170.pdf>.

#### **Section 4: Area(s) of Expertise**

## **COMMITTEE APPOINTMENTS**

Pursuant to California Government Code Section 64718 and the [Citizens' Oversight Committee Charter](#), the COC will consist of 11 voting members and 1 non-voting member. All members must have a minimum of five years of relevant experience in the following fields **EXCEPT** Seat 10 (the recognized representative of LAHSA) and Seat 12 (the Young Person membership) categories:

1. Municipal or public finance and budgeting
2. Senior level decision-making in affordable housing development, preservation, and operations
3. Housing finance
4. Tenant rights organizing or advocacy
5. Housing seniors or people with disabilities
6. Legal expertise in advancing or enforcing fair housing policies on behalf of a community-based organization
7. Management of large-scale housing construction projects and associated labor practices
8. Lived experience as a low- or moderate-income (LMI) tenant for a minimum of five years who has experienced being homeless for a minimum of one year
9. Lived experience as a LMI tenant for a minimum of five years OR experience being homeless for a minimum of one year
10. Recognized representative of employees at the Los Angeles Homeless Services Authority. **Five years of relevant experience not required.**
11. Managing, forming, serving, or operating community land trusts or community development corporations
12. A young person between 18-24 years of age with demonstrated lived experience of homelessness, experience as a LMI tenant, or demonstrated experience as an



organizer or advocate for tenant rights. **Non-voting member; Five years of relevant experience not required.**

Please briefly describe your experience, interest, and qualifications with specific areas of expertise for any of the areas you selected above. Explain how you meet the minimum years of experience (if required) for the position(s).

Please see *Attachment A* of the [LACAHSAs COC Charter](#) for more details.

### **Section 5 - 8: References**

Please provide three references (at least one professional and at least one personal/community reference) who can speak to your qualifications in the primary areas you have selected for your specific areas of expertise. Please include their full name, phone number, email address, and the length of your relationship. Please also describe if they are a professional or personal/community reference and the nature of your relationship.

### **Section 9: Availability and Commitment**

## **MEETING COMMITMENT**

Please confirm that you are able to commit to the level of participation required to serve on the COC Committee, including an appointment for a three or five-year term, attend meetings at least quarterly, with additional meetings as necessary.

The COC meets at least quarterly and should anticipate additional meetings, particularly during the annual expenditure plan review period. Members are expected to participate actively and will be deemed to vacate their seat if they miss three consecutive meetings without being excused by the COC. Specific meeting dates, times, and additional meetings will be set by the Office of Inspector General with the selected members of the COC.

The current meeting schedule for the COC is the first Friday of each month 10:00 AM to 12:00 PM with meetings located at the Kenneth Hahn Hall of Administration in downtown



Los Angeles. Please see the following table for anticipated meeting dates for the remainder of 2026.

DATES	TIMES
Friday, April 3 <sup>rd</sup> 2026	10:00 a.m. – 12:00 p.m.
Friday, May 1 <sup>st</sup> 2026	10:00 a.m. – 12:00 p.m.
Friday, June 5 <sup>th</sup> 2026	10:00 a.m. – 12:00 p.m.
*Friday, August 28 <sup>th</sup> 2026	10:00 a.m. – 12:00 p.m.
*Friday, October 30 <sup>th</sup> 2026	10:00 a.m. – 12:00 p.m.

### Section 9: Additional Information

Please indicate how you learned about this opportunity, who referred you, and if there is anything else that you'd like to share about your interest or qualifications. If you require any special assistance or accommodations, provide a description of so we can make the necessary arrangements for the interview or committee participation processes. Also indicate the language you are proficient in (whether speaking, reading, or writing, or all of the above) and a description of your current housing situation.

### Section 10: Certification

Please certify that the material provided in the application is true and complete, and that you understand the requirements of an appointment to the Citizens' Oversight Committee, by selecting the boxes and typing your full name.

**SUBMIT APPLICATIONS BY 5:00 PM ON FRIDAY, MARCH 20, 2026.**

**For more information, please see LACAHSAs's COC**

**Charter: <https://file.lacounty.gov/SDSInter/bos/supdocs/201170.pdf>.**

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