

HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO

3989 Ruffin Road, San Diego, CA 92123-1815 Tel: (858) 694-4801 Toll-free: (877) 478-5478 Fax: (858) 467-9713 TDD: (800) 735-2929

TENANT COMMISSIONER RECRUITMENT FACT SHEET

The Board of Commissioners (Board) is the governing body of the Housing Authority of the County of San Diego (HACSD) and is comprised of the five members of the County of San Diego Board of Supervisors and two Tenant Commissioners. As the governing body, the Board oversees the administration of the Housing Choice Voucher and Public Housing Programs and is responsible for approving program activities, such as the Agency Plan, the annual budget, requests for funding, changes in program administration and implementation of new housing programs.

As a resident of HACSD Public Housing or a participant of the HASD Section 8 Housing Choice Voucher (HCV) program, you may be eligible for appointment to the HACSD's Board as a Tenant Commissioner.

Term of Office

There are two seats for Tenant Commissioners, a General Seat and a Senior Seat. Each Tenant Commissioner serves a two-year term.

Eligibility for Tenant Commissioner Selection

- Must be a resident of HACSD Public Housing or a participant in HACSD Section 8 HCV Program. This includes Project Based Vouchers (PBV) and Veterans Affairs Supportive Housing (VASH).
- Must be in good standing with HACSD, i.e. meeting all family obligations under the Public Housing or Section 8 program and free from official sanctions for violations of the rules and regulations with of the Section 8 HCV or Public Housing Programs.
- Must be listed on the lease.
- Must be 62 years old or older for the Senior Seat
- Must be 18 years or older for General Seat
- Must be willing to participate in training and orientation. *
- Must be willing to attend meetings of the Board of Commissioners. *
- Must avoid conflicts of interest and abide by the Board's policies ([Board of Supervisors Rules of Procedure](#)).

To maintain continuing eligibility, Tenant Commissioners must adhere to the County's Statement of Values and support the HACSD's mission of efficiently providing public services that build strong and sustainable communities. Attendance at scheduled Tenant Commissioner training and Board meetings is a condition of continued eligibility as a Tenant Commissioner.

Selection Process

Recruitment announcements are made available in multiple languages through HACSD print and email distribution, HACSD website announcement page, posted in HACSD lobby/front entrance, and at Public Housing sites.

Tenant Commissioner applications from participants of the Section 8 Housing Choice Voucher program and Public Housing residents will be accepted until **11:59 pm on the recruitment deadline, with a minimum of a 10-day application acceptance period**. The application period and submission details will be specified on the recruitment announcement.



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Each completed application submitted to the HACSD will be evaluated for relevant experience, pertinent knowledge, and interest in serving the community. Based on the criteria listed above, several qualified applicants will be selected for interviews. Following the interviews, a criminal background review and a review of the applicant's program record for violations of the rules and regulations will be conducted for the top candidates. A candidate will be recommended by the Housing Authority to the County of San Diego Board of Supervisors for appointment.

***Additional Requirements**

Meetings of the Board of Commissioners are subject to the Brown Act and attendance in-person is required. Participants will also be required to attend training and informational meetings.

Tenant Commissioners must be able to review policy materials made available in print or online.

If you require a specific accommodation due to a disability, please contact Pane Bounsavath at (858) 298-6013 or email Pane.Bounsavath@sdcounty.ca.gov.

