



Columbia
Housing
CHCares

“RESIDENT COMMISSIONER WORKSHOP”

Virtual Zoom Meeting

☎ 312.626.6799 - 💻 953 9737 6843

Wednesday, February 24, 2021 | 4:00 pm

Get Ready To **Lead &**
Represent

Do you want to represent all 16,000+ Columbia Housing residents on a decision-making board that directly affects you, and other residents? If you answered yes, you should apply for the open seat on the Board of Commissioners as a new Resident Commissioner. This is your opportunity to Lead & Represent!





“AGENDA”

- I. Welcome
- II. Columbia Housing *At-A-Glance*
- III. Board of Commissioners
- IV. Resident Commissioner
- V. Board of Commissioners Roles & Responsibilities
- VI. How to Apply for Resident Commissioner
- VII. Hear from Commissioner George Green
- VIII. Questions & Answers

Get Ready To **Lead &**
Represent



Presented by.....

Ivory N. Mathews, *Chief Executive Officer*
Yvonda A. Bean, *Chief Operating Officer*

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Represent

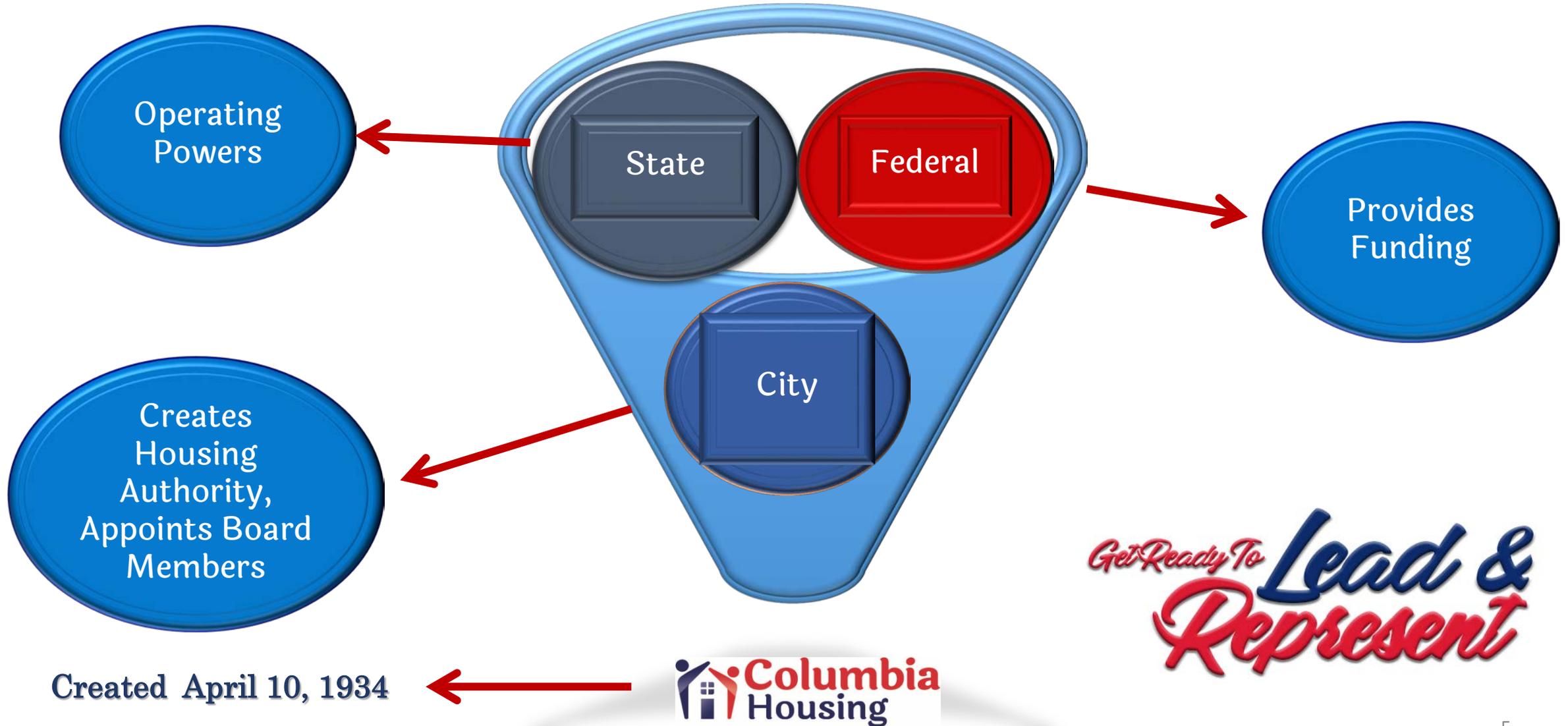


Columbia Housing At-A-Glance

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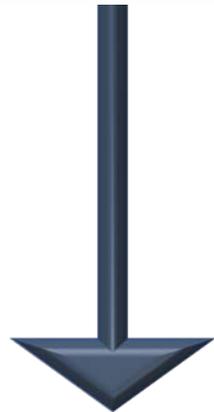
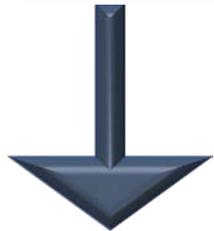
“Columbia Housing At-A-Glance”



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“Columbia Housing At-A-Glance”



Get Ready To **Lead & Represent**



“OUR MISSION”

Mission Statement

Because Columbia Housing Cares, we are leveraging the power of housing to build a foundation for individuals to thrive.

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Columbia Housing = Affordable Housing

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Columbia Housing

6,300 Families

466 - Units

Housing Choice Voucher

Public Housing

Affordable Housing

4,078 - Vouchers

1,641 - Units

CHAD
Columbia Housing & Development
An Affiliate of Columbia Housing

SCAHI
South Carolina Affordable Housing Initiatives, Inc.

234 - Units

0 - Units



Columbia Housing Board of Commissioner’s

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“BOARD OF COMMISSIONERS”

Columbia Housing’s Board of Commissioners are also Board Members CHAD and SCAHI.



- Appointed by the Mayor & ratified by City Council
- Each Term is 5 Years
- 2 Term Limit = 10 Years

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“BOARD OF COMMISSIONERS”



Columbia Housing’s has an intergovernmental agreement with the City of Cayce to provide administrative oversight for the Cayce Housing Authority. Cayce Housing’s Board of Commissioners are appointed by the Mayor of Cayce & ratified by Cayce City Council.

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“BOARD OF COMMISSIONERS”



Ernest W. Cromartie, III, Chairman
March 2016 – March 2021



Kara Simmons
March 2019 – March 2024



Georgia Mjartan
March 2019 – March 2024



George Green
March 2011 – March 2016
March 2016 – March 2021



Selena Pickens, Vice-Chairman
September 2012 – September 2017
September 2017 – September 2022



James Chatfield
March 2019 – March 2024



Anne Sinclair
March 2019 – March 2024

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Columbia Housing Resident Commissioner

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“RESIDENT COMMISSIONER”

- HUD’s [Quality Housing and Work Responsibility Act of 1998](#) requires Housing Authorities with 300 or more Public Housing units to have one position on its Board of Commissioners designated as a Resident Commissioner. *24 CFR Part 964 Public Housing Agency Organization;*
- [SC Housing Authorities Law governing the appointment of a Resident Commissioner to Columbia Housing’s Board of Commissioners](#). The council shall appoint not less than five nor more than seven persons as commissioners of the authority created for the municipality. At least one of the commissioners appointed shall be a person who is directly assisted by the public housing authority”. *SC Public Housing Authority Statue, Article 5, City Housing Authorities, Section 31-3-340*
- [Federal law governing the appointment of a Resident Commissioner to Columbia Housing’s Board of Commissioners](#). The membership of the governing board of each public housing agency must contain not less than one eligible resident board member.” *United States Department of Housing & Urban Development code of federal regulations 964.415(a)*



“RESIDENT COMMISSIONER”



George Green
March 2011 – March 2016
March 2016 – March 2021

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Columbia Housing Board of Commissioner Roles & Responsibilities

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“COMMISSIONER’S ROLE”

ADVOCATE!

ADVOCATE!

ADVOCATE!

ADVOCATE!

ADVOCATE!

Serve as an advocate for affordable housing!

Be an advocate in the community for Columbia Housing!

Advocate for quality, affordable housing options for the families served by Columbia Housing!

Advocate for Affordable Housing on a Local Level (City & County)

Advocate for Affordable Housing on a State Level (SC Delegation)

Advocate for Affordable Housing on a National Level (Congressional Representatives)



“COMMISSIONER’S ROLE”

- ☑ Hires the Executive Director | Chief Executive Officer
(to oversee the day-to-day operations)



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“COMMISSIONER’S ROLE”

TASK	COMMISSIONERS ROLE	EXECUTIVE DIRECTOR CEO
5-Year Housing Authority Plan	Approves	Recommends & Provides Input
Annual Plan	Monitors & Evaluates Progress	Establishes & Carries Out
Day-to-Day Operations	No Role	Makes All Decisions
Budget	Approves	Develops & Recommends
Routine Monthly Expenditures	Monitors	Establishes & Carries Out
Development of Policy	Adopts & Monitors	Recommends & Carries Out
Billing, Credit, & Collections	Adopts Policy	Recommends & Carries Out
Hires, Directs & Evaluates Staff	No Role	Approves
Staff Grievances	No Role	The Grievances Stop Here
Staff Salaries	No Role	Approves Salaries based on Salary study
Evaluating Staff	Evaluates the Executive Director	Evaluates Staff





Columbia Housing

How Do I Apply for the Resident Commissioner Appointment



“APPLICATION TIMELINE”

HUD Regulations requires a 30-Day notification of the application deadline for Resident Commissioners role.

- ☑ Notification of Vacancy – February 9, 2021
- ☑ Workshop with Residents – February 24, 2021 @ 4:00 pm
- ☑ Deadline – March 10, 2021 @ 5:00 pm

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“What You Need to KNOW to APPLY”

- ☑ **Must be a resident of the City of Columbia, participating in one of Columbia Housing’s Programs**

- ☑ **Must be available to attend monthly Board Meetings**
 - **3rd Thursday of each month at 4:30 pm | Board Meetings**
 - **2nd Thursday of each month at 3:00 pm | Committee Meeting, or**
 - **2nd Thursday of each month at 4:00 pm | Committee Meeting**

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“COMMITTEES”

Members of the Board are appointed by the Board Chair on an annual basis to serve on a respective Committee.

- ☑ Executive Committee
 - Ernest W. Cromartie, III (CHAIR)
 - Selena Pickens
 - Anne Sinclair

- ☑ Development Committee
 - James Chatfield (CHAIR)
 - Kara Simmons
 - Selena Pickens

- ☑ Human Services Committee
 - Kara Simmons (CHAIR)
 - Georgia Mjartan
 - George Green

- ☑ Finance Committee
 - Selena Pickens (CHAIR)
 - James Chatfield
 - Anne Sinclair

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“What You Need to KNOW to APPLY”

- ☑ Must not acquire any interest, direct or indirect, in any project or in any property included or planned to be included in any project, nor shall he or she have any interest, direct or indirect, in any contract or proposed contract for materials or services to be furnished or used in connection with any project.

- ☑ Must not be a member of any other board, commission or committee, perform any official function, or have any private or official contractual relationship with Columbia Housing other than as tenant, or hold any elective public office.

- ☑ This is not a paid position, service is voluntary.

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HOW DO I APPLY?



We Are Columbia

APPLICATION FOR BOARDS AND COMMISSIONS CITY OF COLUMBIA SOUTH CAROLINA

Board or Commission for which you are applying:				Area of knowledge as it pertains to this board/commission:			
Your Name (Last, First Middle)		Race	Gender	Age	County	Council District:	
Residential Address				City	State	Zip Code	
					South Carolina		
Mailing Address				City	State	Zip Code	
					South Carolina		
Your Occupation – Title				Business Phone	Residence/Mobile Phone		
Employer Name				E-Mail Address			
Employer Address			City	State	Zip Code		
Emergency Point of Contact			Relationship	Contact Number			





HOW DO I APPLY?

GENERAL QUALIFICATIONS

Are you a resident of the city?

How long?

Recommended by:

Yes No

[Redacted area for resident status and recommendations]

Why would you like to serve on this board or commission?

[Redacted area for reasons for serving]

Do you presently serve on any Commissions / Boards of the City / County / State? If so, please list.

[Redacted area for current commissions/boards]

Have you formerly served on any Commissions / Boards of the City / County / State? If so, please list.

[Redacted area for former commissions/boards]

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Columbia? If so, list the position and date.

[Redacted area for current positions]





HOW DO I APPLY?

Please list any Community Activities that you are involved in.

What are your goals and objectives if appointed to the Commission / Board?

If appointed I am eligible to serve on no more than one (1) board/commission with a maximum of two (2) terms. I understand that this application will be on file for no longer than two (2) years.

Signature

RETURN COMPLETED FORM TO:

City of Columbia
ATTN: Ashley Jenkins
Post Office Box 147
Columbia, SC 29217
Email: Ashley.Jenkins@columbiasc.gov

Date

FOR OFFICE USE ONLY

Received:	
Appointed to:	
Date Approved:	
Term Dates:	





“HOW DO I APPLY”

- ☑ For applications and more information contact Ashley Jenkins or send a request to Ashley.Jenkins@columbiasc.gov. You can also visit our website at <http://www.columbiasc.net/boards-commissions> to download an application.
- ☑ Resident & Family Services team will assist with completion of the application, if needed!

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George Green
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“QUESTIONS & ANSWERS”

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