



**STATEMENT OF PROCEEDINGS FOR THE  
SPECIAL MEETING OF THE  
LOS ANGELES COUNTY  
RENTAL HOUSING OVERSIGHT COMMISSION  
HALL OF RECORDS  
500 WEST TEMPLE STREET, ROOM 374A  
LOS ANGELES, CALIFORNIA 90012**

<https://dcba.lacounty.gov/rental-housing-oversight-commission/>

**Monday, June 1, 2023**

**1:30 PM**

**Present:** Interim Chair KeAndra Cylear-Dodds, Interim Vice Chair Ani Papirian  
Commissioner Pamela Agustin-Anguiano and Commissioner Odest  
T. Riley Jr.

**Absent:** Commissioner Clint Patterson.

Call to Order, Land Acknowledgement and Roll Call of the June 1, 2023 Rental Housing Oversight Commission meeting.

**Interim Chair KeAndra Cylear-Dodds, called the special meeting to order at 1:36 p.m. followed by a Roll Call. Commission staff read the land acknowledgement.**

**I. GENERAL PUBLIC COMMENT**

**Public Comment**

1. Opportunity for members of the public to address the Commission on items of interest that are within the jurisdiction of the Commission.

**No members of the public were present.**

**II. ADMINISTRATIVE MATTERS**

2. Review and take appropriate action on the Rental Housing Oversight Commission draft regular meeting minutes of May 1, 2023.

**On motion of Commissioner Odest T. Riley Sr., seconded by Interim Vice Chair Papirian, this item was approved with the following vote:**

**Ayes:** 3 - Interim Vice Chair Ani Papirian, Commissioner Pamela Agustin-Anguiano, Commissioner Odest T. Riley Jr.

**Absent:** 1 - Commissioner Clint Patterson.

**Abstained:** 1 - Interim Chair KeAndra Cylear-Dodds

3. Discussion and possible action on meeting schedule for June 2023.

**Commission staff reported on the limited room availability status for Commission meetings. The Commission is only allowed by the Board of Supervisors customer service office to reserve rooms one meeting at a time due to the limited rooms available at the Hall of Administration. Room 372 is available for June 15, 2023 and June 26, 2023. On motion of Interim Vice Chair Ani Papirian, seconded by Commissioner Odest T. Riley Jr., the reservation of room 372, on June 26, 2023 was approved with the following vote:**

**Ayes: 4 - Interim Chair KeAndra Cylear-Dodds Interim Vice Chair Ani Papirian, Commissioner Pamela Agustin-Anguiano, Commissioner Odest T. Riley Jr.**

**Absent: 1 - Commissioner Clint Patterson.**

### **III. REPORTS**

4. County Counsel report back and possible Commission action on Rubric, standards and guidelines for hearings.

**County Counsel reported to the Commission findings on research it conducted regarding the various practices of other jurisdictions and Brown Act bodies within Los Angeles County. During discussion, John Pomeroy, County Counsel, stated that according to the Rental Housing Oversight Commission ordinance 8.64.90, The Director of the Department of Consumer and Business Affairs (DCBA) is charged with approving and adopting procedures and guidelines created by DCBA rather than the Commission. Mr. Pomeroy stated the Commission might decide to create another Ad Hoc Committee that addresses procedures and monitors newly emerging guidelines and procedures used by other jurisdictions for DCBA consideration. During further discussion, at the request of the Commission, County Counsel County Counsel agreed to provide information regarding procedures followed by rent stabilization and Brown Act bodies from other jurisdictions to the Rental Housing Oversight Commission (RHOC). The Commission requested that County Counsel also provide a summary of the procedures they have approved so far. Following discussion, Interim Chair KeAndra Cylear-Dodds requested staff to invite the DCBA Director and Deputy Director to the next Commission meeting to discuss procedures and guidelines from other jurisdictions that could be adopted and used by the RHOC as part of their operating procedures.**

5. Ad Hoc Committee report and possible action on Commissioner candidate selection progress.

**Ad Hoc Committee Chair Ani Papirian reported the Committee had interviewed**

three well qualified candidates for the Commission and gave the Commission a brief overview of the candidates' experience and qualifications. During discussion, Ad Hoc Committee members Pamela Agustin-Anguiano and Odest T. Riley Jr. provided their thoughts on the qualifications of each of the candidates. The three Commission candidates qualify in the categories of Owner member, Renter member and Mobile Home Park Owner member. After discussion, the Commission agreed to continue this item without further discussion to a future date to allow the Ad Hoc Committee time to interview one remaining Renter member candidate. Once the selections have been approved by the Commission, a recommendation will be submitted to the Board of Supervisors for nomination.

#### **IV. BREAK**

The Commission adjourned for break at 2:55 p.m., and reconvened at 3:09 p.m.

6. Commission Staff report and possible discussion on DCBA support for translation services for documents, hearing participants and members of the public. **Commission staff reported that there are five types of notifications offering pre-scheduled translation services to members of the public, appeals participants, their witnesses and representatives. During discussion, staff added that the department will monitor upcoming hearings to determine if routine translation services will be needed for members of the public at a future time. After discussion, there being no objection, this item was taken off calendar without further discussion.**

#### **V. DISCUSSIONS**

7. Discussion on Commission governing ordinances and how they relate to Commission appeal hearings.  
**During discussion, the Commission agreed to continue this item for further discussion to the meeting of June 26, 2023, with the Director and Deputy Director of DCBA.**
8. Discussion and possible action on election of permanent officers.  
**The Commission discussed the option of electing permanent officers now or waiting until the Commission has more appointed members. During discussion, Commission staff noted that the Commission will typically hold elections for new officers once a year in January. Commissioners asked if other officers in addition to Chair and Vice-Chair need to be elected. County Counsel stated that the Ordinance is silent on the selection of other officers. Dana Pratt, Deputy Director, DCBA noted that department staff for the Commission includes a secretary so there may not be a need to elect one within the Commission. Following discussion, on motion of Commissioner Pamela Agustin-Anguiano, seconded by Commissioner Odest T. Riley Jr., Interim Chair KeAndra Cylear-Dodds was nominated and elected to permanent**

**Chair with the following vote:**

**Ayes: 4 - Interim Chair KeAndra Cylear-Dodds Interim Vice Chair Ani Papirian, Commissioner Pamela Agustin-Anguiano, Commissioner Odest T. Riley Jr.**

**Absent: 1 - Commissioner Clint Patterson.**

**Following further discussion, on motion of Commissioner Odest T. Riley Jr., seconded by Commissioner Pamela Agustin-Anguiano, Interim Vice Chair Ani Papirian was nominated and elected to permanent Vice Chair with the following vote:**

**Ayes: 4 - Interim Chair KeAndra Cylear-Dodds Interim Vice Chair Ani Papirian, Commissioner Pamela Agustin-Anguiano, Commissioner Odest T. Riley Jr.**

**Absent: 1 - Commissioner Clint Patterson.**

- 9.** Discussion and possible action on the revision of Commission hearing and meeting structure as well as Commission access to case files for appeal hearings. (Continued from the meetings of March 24 and April 3, 2023)  
**During discussion, County Counsel informed the Commission that one appeal file has been redacted and is ready for Commissioner pre-hearing review. Staff stated it will provide the Commission with appeals case files at least one week prior to each hearing. Following discussion, the Commission agreed to keep this item on calendar for possible action or adjustments as the Commission begins to hold appeal hearings.**
- 10.** Discussion and possible action on first appeals hearing date.  
**John Pomeroy, County Counsel, stated that the Commission doesn't need to wait for all the procedures to be in place in order to start holding appeals hearings. During discussion, Commissioner Odest T. Riley Jr. proposed setting a date for the first appeal hearing for July 24, 2023 and scheduling subsequent appeals hearings according to the Commission comfort level and availability of hearing rooms. Following discussion, on motion of Commissioner Odest T. Riley Jr., seconded by Chair Keandra Cylear-Dodds, this item was approved with the following vote:**

**Ayes: 4 - Interim Chair KeAndra Cylear-Dodds Interim Vice Chair Ani Papirian, Commissioner Pamela Agustin-Anguiano, Commissioner Odest T. Riley Jr.**

**Absent: 1 - Commissioner Clint Patterson.**

**VI. MISCELLANEOUS**

**Matters Not Posted**

11. Matters not on the Posted Agenda to be Presented and Placed on the Agenda of a Future Meeting.

**Ad Hoc Committee discussion and possible action on Commission member candidates.**

**County Counsel report back on the progress with development of the rubric and procedure template that will provide guidance to the Commission on RHOC hearings.**

**Discussion and possible action with DCBA Director and Deputy Director on Commission Policies and Procedures.**

**Discussion and possible action on forming a policy advisory Ad Hoc Committee.**

**Discussion and possible action on the meeting schedule for July 2023.**

**Adjournment**

12. Adjournment for the regular meeting of June 1, 2023.  
**On motion of Chair KeAndra D. Cylear-Dodds, seconded by Commissioner Odest T. Riley Jr., there being no objection, the meeting was adjourned at 4:10 p.m.**