



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
LOS ANGELES COUNTY
RENTAL HOUSING OVERSIGHT COMMISSION**

**EAST LOS ANGELES SERVICE CENTER ROOM 242 (2nd Floor)
133 N. SUNOL DR., LOS ANGELES, CA 90063**

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

Monday, December 11, 2023

12:30 PM

Present: Chair KeAndra Cylear-Dodds, Vice Chair Ani Papirian,
Commissioner Odest T. Riley Jr. and Commissioner Clint
Patterson

Absent: Commissioner Pamela Agustin-Anguiano

Call to Order, Land Acknowledgement and Roll Call of the December 11, 2023,
Rental Housing Oversight Commission meeting.

**Chair KeAndra Cylear-Dodds called the regular meeting to order at 1:04
p.m. followed by Roll Call. Commission staff played a recording of 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 October 30, 2023.

On motion of Commissioner Clint Patterson, seconded by Commissioner Odest T. Riley, Jr., this item was approved with the following vote:

Ayes: 3 - Vice Chair Ani Papirian, Commissioner
Odest T. Riley Jr. and Commissioner Clint Patterson.

Nays: 1- Chair KeAndra Cylear-Dodds

Absent: 1- Commissioner Pamela Agustin-Anguiano

III. REPORTS

3. Staff Report on the status of hearings scheduled for January 2024.
Shawna Wilson, Commission staff reported that there are two upcoming hearings placed on the calendar for January 2024. The first is January 8, 2024, and the second will be January 22, 2024. All members of the Commission confirmed their attendance.

4. Staff Report and possible Commission action on Code of Conduct for hearings.
Shawna Wilson, Commission staff reported on the Code of Conduct to Commissioners. Ms. Wilson explained the purpose and key points of the Code of Conduct. During discussion, Ms. Wilson further explained that it could be read at the beginning of hearings to provide all participants with an idea of how the hearing would be conducted. During further discussion it was suggested by the Commission that the Code of Conduct could be given to hearing participants prior to hearings as part of the application or hearing notification process. In response to questions posed by the Commission, Brigit Greeson-Alvarez, County Council stated that the Code of Conduct can be translated into Spanish as needed for the hearing participants. The Commission agreed to submit edits to Commission staff by e-mail to be finalized. On motion of Chair KeAndra Cylear-Dodds, seconded by Vice Chair Ani Papirian, the Commission agreed to use the Code of Conduct as a disclosure and to continue the final draft to a future meeting with the following vote:

Ayes: 4 - Vice Chair Ani Papirian,
Chair KeAndra Cylear-Dodds, Commissioner
Odest T. Riley Jr. and Commissioner Clint Patterson.

Absent: 1- Commissioner Pamela Agustin-Anguiano

IV. DISCUSSION

5. Discussion and possible action on the Rental Housing Oversight Commission Annual Report to the Board of Supervisors.
- Shawna Wilson, Commission Staff shared a draft Rental Housing Oversight Commission (RHOC) Annual Report to the Commission. During discussion, Ms. Wilson, Commission staff noted that the annual reports that are submitted to the Board of Supervisors (Board) from Commission Services are mandatory. She added that while submitting an annual report isn't mandatory for the Rental Housing Oversight Commission per the Commission's ordinance, the Commission adopting the practice of submitting an annual report to the Board would be a good opportunity to update the Board on the Commission's work achieved and future goals. During discussion, draft edits were recommended to Staff by the Commission for clarification and language. Following discussion, Commission staff agreed to submit the final draft for Commission approval at a future meeting.**

On Motion of Commissioner Odest T. Riley Jr., seconded by Vice Chair Ani Papirian to adopt an Annual Report to present annually to the Board of Supervisors.

Ayes: 4 - Vice Chair Ani Papirian, Chair KeAndra Cylear-Dodds, Commissioner Odest T. Riley Jr. and Commissioner Clint Patterson.

Absent: 1- Commissioner Pamela Agustin-Anguiano

6. Review and possible discussion of past hearings decisions.
- Commission staff provided the Commission with copies of decision letters from past hearings. During discussion, Brigit Greeson-Alvarez, County Council noted that no additional feedback was necessary as the decisions were already rendered by the Commission. After discussion, there being no objection, this item was received and filed.**

V. MISCELLANEOUS

Matters Not Posted

7. Matters not on the posted Agenda to be presented and placed on the Agenda of a future meeting.

During discussion, the Commission requested staff add the following to the next Commission Agenda:

- **Discussion and possible action for changes to future meeting structure, meeting start time, and schedule.**
- **Discussion and possible action on removing the Land Acknowledgement from meeting process.**
- **Discussion and possible action regarding updates to the Code of Conduct and Annual Report.**

Adjournment

8. **Adjournment for the regular meeting of December 11, 2023.
On motion of Chair KeAndra Cylear-Dodds, there being no objections, this meeting was adjourned at 2:15 p.m.**