

RESIDENT COUNCIL ADVISORS

PROPOSAL

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2024

OUTLINE

1. BACKGROUND AND PURPOSE

Redesigns hierarchy dynamics and group involvement

2. GOVERNANCE AND OVERSIGHT

Outlines key players, how they will work together, unity of purpose and reporting structure

3. GROUP ROLES AND RESPONSIBILITIES

Explains group roles and responsibilities

4. MEMBERSHIP COMPOSITION AND SELECTION

Discusses how members will be selected, term limits, member expectations, on-boarding, dismissals and vacancies

5. MEETING STRUCTURE

Discusses how group will meet and meeting expectations

6. DECISION MAKING

Explains how group will make decisions

7. LEADERSHIP STRUCTURE

Discusses how the group will be led and leaders roles and responsibilities

8. GROWTH AND AMENDMENTS

Explains how changes to the organization benefit expansion and review of amendments and change process

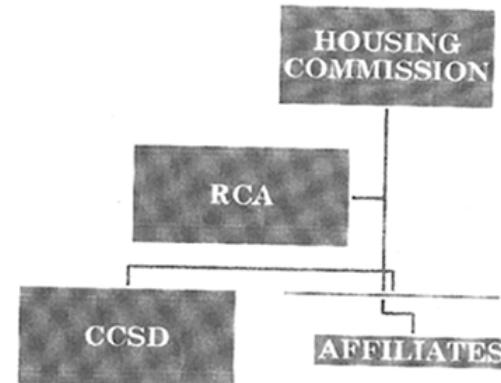
BACKGROUND AND PURPOSE

- The need to **deliver oversight** to existing structure began soon after Beverly Saba's demise; circa 2017.
- Loose adherence to functional decision making @CCSD.
- Together we are better!
- **Diversity is our greatest strength.**

With education and growing interests at the grass roots level we can make permanent strides towards exposing better living environments and healthier, wealthier residents!

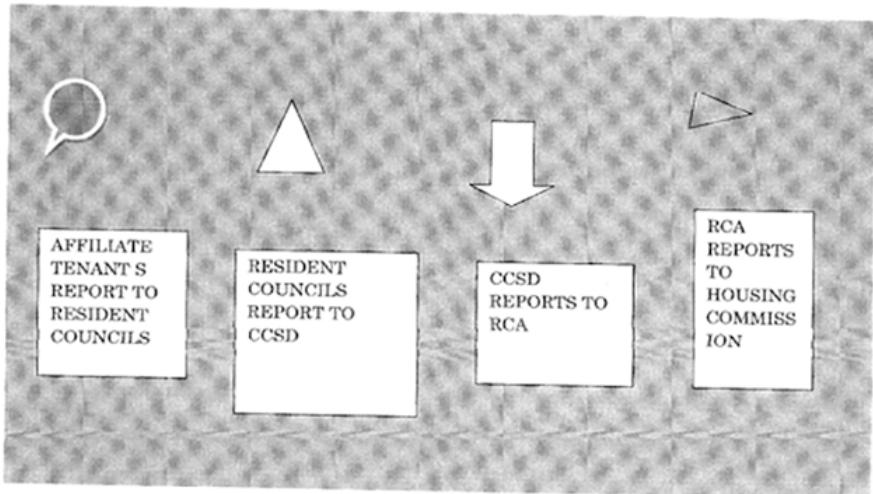
- Advocacy between Management and Residents and Resident Services is a key component.
- Strong structure revamping is required so the RCA can complete the work ethic of Beverly Saba.
- Conflict resolution techniques are required between the members of the CCSD Board.
- Strive to educate and influence conflict resolution techniques
- Treat everyone with respect including, differing age, sexual identity, race, language and philosophies.

COMMUNITY WORKS BEST WITH UNITY.



GOVERNANCE AND OVERSIGHT

REPORTING STRUCTURE



- ❖ TENANT ASSOCIATIONS ALSO CALLED RESIDENT COUNCILS SOLVE WHAT THEY CAN ON LEVEL1
 - ❖ BRING CONCERNs TO CCSD
- ❖ CCSD REPORTS FROM COMMUNITY GROUPS AND TENANT COUNCILS
- ❖ RCA INTERVENES BETWEEN BUILDERS, OWNERS, MGMT AND TENANTS/ HANDS ON

GOVERNANCE AND OVERSIGHT

- Implementation Committee tasked with advising, informing, guiding and expanding the reach of CCSD and its' affiliates
- Committee works as working group under the Housing Commission over the CCSD
- Committee is subject to oversight from the Housing Commission.
- Responsible for day-to-day performance requirements.
- Committee not governed by Brown Act

❖ **ACCOMPLISHES**

- ✓ MINIMIZING WORKLOAD OF HOUSING COMMISSION



- ✓ RCA COMPLETES SELF EVALUATION
- ✓ CLEARS ACTION ITEMS
- ✓ SUMMARIZES PROGRESS REPORT
- ✓ REPORTS AT MONTHLY HOUSING COMMISSION MEETING
- ✓ SUBSEQUENT REPORTS AVAILABLE UPON REQUEST

✓

ROLES AND RESPONSIBILITIES

- ❖ THE COMMITTEE'S MAIN PURVIEW WILL BE TO FACILITATE COORDINATION, EFFECTIVE OPERATIONS AND ON GOING IMPROVEMENT IN COMMUNICATION
- ❖ WORKING TOWARDS BETTER LIVING ENVIRONMENTS IN PUBLIC, PUBLIC-PRIVATE SECTION 8, HOUSING CONDITIONS
- ❖ ASSESSMENT AND PRIORITIZATION OF CONFLICT RESOLUTION & DESIGN SOLUTIONS AND RECOMMENDATIONS
- ❖ REVIEW PERFORMANCE OF RESIDENT COUNCILS, TRAINING INCLUDING AUDITING OF AFFILIATES AND CCSD
- ❖ ACTING LAISON BETWEEN CCSD AND AFFILIATES

❖ TAKE WHAT THEY CANNOT SOLVE TO YOU

MEMBERSHIP COMPOSITION and SELECTION

CURRENT AND FUTURE MEMBERSHIP WILL INTENTIONALLY FOCUS ON INCLUDING:

4-25
MEMBERS

2-4 YEARS
MEMBERS
WILL SERVE.
W/
EXTENSIONS
DECIDED BY
THE GROUP-
SYSTEM
MEMBERS
MAY BE
INVITED TO
ROTATE
COMMITTEE
MEETINGS

DIVERSITY OF ALL
KINDS WITH
EXPLICIT
CONSIDERATION
OF INC GROUPS
DISPROPORTIONAL-
LY IMPACTED BY
HOMELESSNESS

SERVICE PROVIDERS
THAT DELIVER
SERVICES IN OUR
AFFILIATES INC
TARGET POPULATIONS
OF SENIORS,
DISABLED,VETERANS,
SURVIVORS OF
DOMESTIC ABUSE OR
EXP IN LEGAL SYSTEM

RESIDENT SERVICE STAFF MAY RESERVE 2
SEATS AND BUILDING MANAGEMENT MAY
RESERVE 2 SEATS CCSD 2 SEATS W/
ADDITIONAL INVITES OF OTHER SYSTEM
PARTNERS AND SUBJECT MATTER PARTNERS
OR VARIOUS RELATED PARTNERS INVITED TO
CONTRIBUTE DEPENDING ON AGENDA
TOPICS + INVITATIONS TO SERVE OR TO
SPEAK ACCORDING TO THEIR RELEVANCE

EXPERTS OR SUBJECT MATTER STAFF AFFECTED BY
RESIDENTS CONCERN OR COMPLAINTS MAY BE
INVITED TO CONTRIBUTE AND MAY BE OFFERED A
MEMBERSHIP AS WELL AS AFFECTED RESIDENTS
OVERCOMING CONFLICT RESOLUTION AND
MEDIATION WITH EMPHASIS PUT ON SUCCESSFUL
RESOLUTION OR SATISFACTORY COMPROMISE FOR
ALL CONCERNED INC GUEST COMMITTEE
CONTRIBUTORS AND PERMANENT MEMBERS

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AFF
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PERFORMANCE

- ↳ TO BE CONSISTANT WITH COMMISSION PRINCIPLES
- ↳ UPHOLD ETHICAL POLICIES AND STANDARDS
 - ↳ CONFERENCE REPRESENTATION AND ATTENDANCE WHEN POSSIBLE
 - ↳ AFFILIATE VISITATIONS
 - ↳ MONTHLY OR BI-MONTHLY MEETINGS
 - ↳ RECORD ALL ACTION ITEMS
 - ↳ FAIR AND TRANSPARENT ADVOCACY AND LAISON PRACTICES
 - ↳ REFLECT THE VALUES OF THE HOUSING COMMISSIONERS
 - ↳ MEET PERFORMANCE BENCHMARKS
 - ↳ PREPARE REPORTS FOR IMPROVING RELATIONS
 - ↳ ON-GOING PLANNING FOR COMMUNITY ENGAGEMENT

- ↳ ASSIST IN FOOD DISTRIBUTION PROGRAMS TO REDUCE FOOD INSECURITY FOR SENIORS AND DISABLED RESIDENTS WHEN AVAILABLE
 - ↳ REDUCE STIGMA ON ALL LEVELS ?
 - ↳ PROMOTE UNITY IN COMMUNITY
- ↳ REBRANDING TO HAVE AN ON-LINE PRESCENCE
 - ↳ MONITOR WEBSITE
- ↳ RECOGNIZE INDIVIDUAL CONTRIBUTIONS BY VOLUNTEERS IN THE COMMUNITY
- ↳ PROVIDE PRESENCE AT RESIGNING OF EACH MOU'S
 - ↳ MONITOR ADHERENCE TO MOU RESOLUTIONS
 - ↳ MONITOR PROTECTION OF AFFILIATE'S RIGHTS
 - ↳ REFINE AND IMPROVE CLIENT BILL OF RIGHTS
 - ↳ EDUCATE AND TRAIN RESIDENT COUNCILS
 - ↳ THE COMMITTEE MAY ALSO MAKE RECOMMENDATIONS TO WIDEN OPERATIONAL STANDARDS FOR IMPROVEMENTS

MEMBERSHIP COMPOSITION AND SELECTION

- ❖ BE THE CORNERSTONE FOR POSITIVITY AND CONNECTING PARTNERSHIP
- ❖ SOLICITE NEW PARTNERSHIPS AND AFFILIATES
- ❖ PROVIDE A HOTLINE FOR TROUBLED TENANTS
- ❖ PROVIDE LANGUAGE TRANSLATIONS TO HOTLINE
- ❖ OVERSEE ADHERENCE TO RESIDENT COUNCIL ELECTIONS REQUIREMENTS WHERE NECESSARY INCLUDING CCSD'S

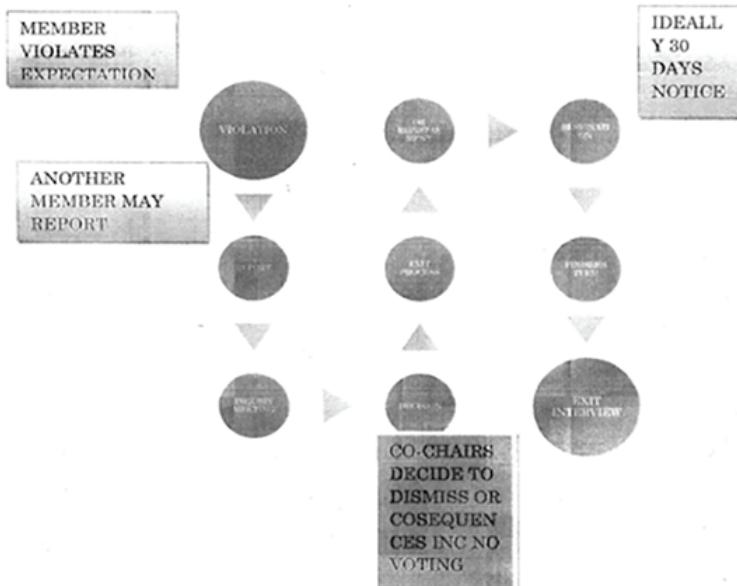
MEMBERSHIP SELECTION

- ❖ THIS COMMITTEE WILL COMPENSATE AND PROVIDE SUPPORT TO PEOPLE WITH LIVED EXPERTISE FOR TIME SPENT ON THE COMMITTEE
- ❖ NEW MEMBERS SHALL ATTEND COMMITTEE MEETINGS AND BECOME FAMILIAR WITH THE RELEVANT COMMITTEE MATERIALS AND BE GIVEN ASSIGNMENTS
- ❖ THOSE RECEIVING PAYMENTS FROM OUR COMMITTEE WILL RECEIVE PAYMENT ORIENTATION FROM COMMITTEE MEMBERS
- ❖ NEW MEMBERS WILL BE INTRODUCED TO THE COMMITTEE AT THEIR FIRST MEETING AND WILL BE PAIRED WITH A COMMITTEE "BUDDY" TO HELP PROVIDE SUPPORT
- ❖ ADDITIONAL ONBOARDING MAY BE PROVIDED BY THE CO-CHAIRS OR COMMITTEE STAFF UPON REQUEST AND ADHERE TO MEMBER EXPECTATIONS
- ❖ 3 CONSECUTIVE ABSENCES FROM THE COMMITTEE MEETINGS WILL BE MET WITH AN INVITATION TO STEP DOWN AND RELINQUISH THEIR SEAT
- ❖ ALL MEMBERS MUST ABIDE BY MEMBERSHIP EXPECTATIONS

MEMBERSHIP EXPECTATIONS

1. ABIDE BY GROUP'S COMMUNITY AGREEMENTS AND ACT WITH INTEGRITY
2. MAKE A GOOD FAITH ATTEMPT TO ATTEND EACH MEETING EITHER IN - PERSON OR ON TELEPHONE OR VIDEOCONFERENCE
3. MEMBERS WILL MAKE A GOOD FAITH ATTEMPT TO BE ON TIME FOR MEETINGS AND APPOINTMENTS
4. MEMBERS UNABLE TO ATTEND MEETINGS MUST LET CO-CHAIRS KNOW IN ADVANCE OF 5 DAYS WITH EXCEPTIONS FOR EMERGENCIES
5. MEMBERS WILL OFFER SUPPORT FOR MEMBERS TO ATTEND MEETINGS
6. MEMBERSHIP WILL NOT DISCRIMINATE ANYONE DUE TO RACE, RELIGION, SEXUAL IDENTITY, MARITAL STATUS, NATIONAL ORIGIN, GENDER, CREED, COLOR, AGE, OR PHYSICAL AND/ OR MENTAL DISABILITY
7. NOT ENGAGE IN ANY UNWELCOME CONDUCT INCLUDING HARRASSMENT, BULLYING, SHOUTING MATCHES, PERSONAL INSULTS, INTIMIDATING AND OR OFFENSIVE BEHAVIOR OR DISRUPTION OF MEETINGS
8. AVOID AND DISCLOSE ANY CONFLICTS OF INTEREST BOTH PROFESSIONAL AND PERSONAL AND ABSTAIN FROM VOTING OR DISCUSSION IN THOSE CASES
9. TO COMPLETE ASSIGNMENTS TO THE BEST OF THEIR ABILITY

DISMISSAL PROCEDURES



EXPECTATION VIOLATIONS MAY BE ADDRESSED BY ACTING MEMBERS IN MAJORITY AGREEMENT

FREQUENT TARDINESS MAY BE FINED BY MEMBERSHIP

RESIGNING MEMBERS MAY FULFILL THEIR TERM UNTIL RESIGNATION DATE

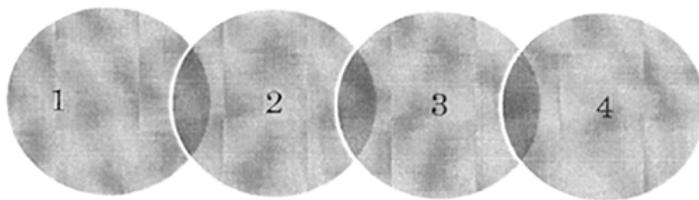
HARRASSMENT OF ANY KIND RESULTS IN IMMEDIATE DISMISSAL.

MEDIATION MAY BE USED BY REQUEST

CONSEQUENCES OF VIOLATION MAY BE DETERMINED

MEMBERSHIP COMPOSITION AND SELECTION

VACANCIES



1. IDENTIFY NEED TO FILL VACANCY
2. CIRCULATE APPLICATION
3. DECIDE USING COMMITTEE'S DECISION MAKING PROCESS
4. PRESENT RECOMMENDATION FOR MAJORITY PRESENT OR 2/3RDS MEMBERSHIP APPROVAL

MEMBERS WHO WILL BE ABSENT FOR MORE THAN 3 MONTHS MAY OPT TO SEND SOMEONE IN THEIR PLACE TO HOLD THE POSITION PENDING APPROVAL OF COMMITTEE

DECISIONS

DECISION MAKING

THE COMMITTEE SHALL ACT ON THE AFFIRMATIVE VOTE OF A MAJORITY OF THOSE PRESENT AT THE MEETING BY ATTENDANCE OR CONSENSUS

VOTES CAN TAKE PLACE WITH CORE CHAIRS IN ATTENDANCE

ALL COMMITTEE MEMBERS GET 1 VOTE

NO VOTES BY PROXY

CO-CHAIRS WILL BE ASSIGNED BY CONSENT

WHEN CO-CHAIRS COME VACANT MEMBERS MAY NOMINATE THEMSELVES OR OTHERS AND LEADERS CAN DECIDE

SUB-COMMITTEES MAY BE FORMED BY ASSIGNMENT

SPECIAL ASSIGNMENTS MAY BE COMPENSATED APPROPRIATELY

CO-CHAIRS MAY TRACK ATTENDANCE, PREPARE ACTION ITEMS, REPORT TO COMMISSIONERS, KEEP MINUT COUNTPARTICIPATE IN DELEGATION

ANY CHANGES IN ASSIGNMENTS MUST BE TRACKED AS WELL AS REPORTED BACK TO COMMITTEE ALONG WITH OUTCOMES

BUDGET BUDGET BUDGET

BUDGET



BUDGET

WE EXPECT OUR FUNDING FROM HUD 3 AND OR PROP C SF

THE COMMITTEE SEEKS AN INITIAL \$100,000.00 FOR SET-UP FORMATION
and FIRST YEAR WITH POSSIBLE ADDITIONS UPON DISCUSSION

THIS INCLUDES A CALLER HOTLINE W TRANSLATORS AVAILABLE

THIS INCLUDES TRANSLATORS FOR MEETINGS WHERE REQUIRED

THIS INCLUDES A WEBSITE AND ON LINE PRESENCE TO BRIDGE THE GAP
IN THE COMMUNITY, AS WELL AS IT'S UPKEEP AND MONITORING

THIS INCLUDES GRAPHIC ARTS AND PRINT MATERIAL AS NECESSARY

6 BASE CO-CHAIRS WILL BE COMPENSATED DEPENDING ON
CONTRIBUTION AND EXECUTION OF ASSIGNMENTS AS AGREED

THIS TOTAL ENCOMPASSES STIPEND OR COMPENSATIONS AS SUITABLE
AND ALLOCATES FOR CHAIR TRANSPORTATION TO AND FROM
ASSIGNMENTS WITH FULL ACCOUNTING SUBMITTED AND OPEN FOR
AUDIT ANNUALLY

By signing my name to the following, I am agreeing to either part a.)
below, part b.) below or to both a.) & part b.), respectively. i may
be contacted again if necessary in support of this petition.

If my name is typed under a.) or b.) either or both, I am registering
my affirmative support in favor of the appointment of said governing
body of resident council advisors by proxy and agree to be
contacted again for further verification if required to approve this
petition.

a.)

I am IN SUPPORT OF this petition to place an oversight board or
governing body of resident council advisors to ensure the proper
guidance and training for fulfillment of services and distribution of
benefits in a manner of openly transparent, law based leadership
on behalf of the senior and disabled tenants living in subsidized
housing in san Francisco and utilized to advance the community to
better living conditions.

Or, b.)

My building and our tenants have been negatively impacted by the
on-going hostility and continued dysfunction at ccscd and we have
lowered our level of involvement or have stopped participating all
together. Please approve this petition.

Signed NAME, typed or printed BUILDING address title

Margaret m. mcnulty 1760 bush street president

Scott rittenberg 1760 bush street treasurer

KEZIA MARTINEZ 1760 BUSH STREET SECRETARY

MICHELLE DANCER 1760 BUSH STREET SERGEANT-AT-ARMS
ERIC MEOLI 1760 BUSH STREET FORMER TREASURER
JOHN HARRIS 1760 BUSH STREET FORMER VICE PRESIDENT
VERNON GREER 1760 BUSH STREET DISABLED TENANT
ISAAC JACKSON 1760 BUSH STREET DISABLED TENANT
ROBERT STEWART 1760 BUSH STREET DISABLED TENANT
KIM GATTRELL 1760 BUSH STREET DISABLED TENANT
JOHN MULLINS 1760 BUSH STREET DISABLED TENANT
CHUCK VLANTON 1760 BUSH STREET DISABLED TENANT
STEPHANIE HUGHES ROSA PARKS COUNCIL PRESIDENT