

NV007I01- Resident Membership on the PHA Board

The Housing Authority of the City of North Las Vegas presently has a conventional public housing resident as an active member of our PHA Board of Commissioners. In fact, she serves as Vice Chair of the Board of Commissioners.

Although exempt from this requirement under 24CFR, Part 964.425, the Housing Authority is required to have a resident commissioner under Nevada Revised Statutes (NRS), Chapter 315.370 (see below).

NRS 315.370 Appointment of commissioners: Number; term; qualifications; vacancies.

1. Upon the adoption of a resolution declaring the need for an authority, the chief executive of the city or the governing body of the town or county, as the case may be, shall thereupon appoint five persons to serve as commissioners of the authority. Three of the commissioners who are first appointed pursuant to this section must be designated to serve for terms of 1, 2 and 3 years, respectively, from the date of their appointment, and two must be designated to serve for terms of 4 years from the date of their appointment, but thereafter commissioners must be appointed for a term of office of 4 years.

2. The first commissioner appointed after the authority has provided assistance to at least five persons must be a current recipient of assistance from the authority who was selected from a list of at least five eligible nominees submitted for this purpose by an organization which represents tenants of housing projects. If no such organization exists, the commissioner must be selected from a list of nominees submitted for this purpose from persons who currently receive assistance from the authority. Thereafter, at least one commissioner must be such a recipient who was nominated and appointed in the same manner. If during his term the commissioner ceases to be a recipient of assistance, he must be replaced in the manner set forth in this subsection by a person who is a recipient of assistance.

3. Nothing in this section affects the terms of office of commissioners appointed to an authority created before October 1, 1995. The appointing authority shall appoint to the term next expiring a commissioner who was nominated and appointed in the same manner as is set forth in subsection 2. Thereafter, at least one commissioner must be such a recipient who was nominated and appointed in the same manner. If during his term the commissioner ceases to be a recipient of assistance, he must be replaced in the manner set forth in subsection 2 by a person who is a recipient of assistance.

4. All vacancies must be filled for the unexpired term.

Commissioner Name: Ms. Shirley Hogan

Method of Selection: The candidate must be a current recipient of assistance from the authority who was selected from a list of at least five eligible nominees submitted for this purpose by an organization which represents tenants of housing projects. If no such organization exists, the commissioner must be selected from a list of nominees submitted for this purpose from persons who currently receive assistance from the authority. Thereafter, at least one commissioner must be such a recipient who was nominated and appointed in the same manner. If during his term the commissioner ceases to be a recipient of assistance, he must be replaced in the manner set forth in this subsection by a person who is a recipient of assistance.

Term of Appointment: four (4) years

Sample Notice, Qualifications, Candidates, Certification and Recommendation

See below

SAMPLE

April 9, 2003

Dear Resident:

The Housing Authority of the City of North Las Vegas is accepting nominations to appoint a Resident Commissioner to serve on our Board of Commissioners. If you would like to become a nominee or nominate any person(s), please include the following:

- Nominee's name
- Address
- Phone number

Please note, when submitting nominations, the Resident Commissioner should qualify under the following:

- Be in good standing with the Housing Authority
- Be available to attend each Board Meeting (Board Meetings are held the second Wednesday of each month at 5:00 p.m.).

Please submit nominations to:

Nicole Lindsey
Program Services Coordinator
Housing Authority of the City of North Las Vegas
1632 Yale Street
North Las Vegas, NV 89030

Please submit nominations by **April 23, 2003.** Thank you in advance for your time in helping to appoint a Resident Commissioner.

Sincerely,

Don L. England
Chief Executive Officer



DLE/nl
Housing Authority of the
City of North Las Vegas

Recruitment of Board Member
Resident Commissioner
Salary: \$80.00 per month

DESCRIPTION OF DUTIES

The Housing Authority of the City of North Las Vegas is recruiting for a New Resident Commissioner. The Resident Commissioner attends each Housing Authority board meeting and acts as an active member to conduct business in the purposes of policy changes. The term is 4 years and requires attendance at regularly scheduled meetings as part of a uniform board which passes regulation on all issues involving policy or procedure. Performs a high level of professionalism and exercises independent judgment on a majority of routine matters and makes decisions accordingly. For more complex matters makes recommendations to the Chair of the Board for consideration.

QUALIFICATIONS

The position is open to all residents of The Housing Authority of the City of North Las Vegas who qualify under the following:

- Be in good standing with the Housing Authority
- Be able to remain equable and handle controversial discussions as related to current resident and employee relations.
- English usage in spelling, vocabulary, grammar, and punctuation.
- Principles and practices used in dealing with the public.
- Reliability to attend each Board Meeting (Board Meetings are held the second Tuesday of each month at 5:00 p.m.).
- Ability to understand and learn the political process as it pertains to Open Meetings Laws, and Rules of Order.
- Please note: By accepting this position, some personal information (telephone number) about you will be posted on the agency website.

EVALUATION AND SELECTION

Eligible candidates will be selected from the group of applicants who meet the minimum qualifications on the basis of an evaluation of the applicant's ability to successfully perform the essential job functions. Applicants who are unable to show the ability to successfully perform these essential job functions will not be considered for the position. Evaluation of the candidates may include one or more of the following:

- review of the resume and application materials
- background investigation
- testing of knowledge, skills and abilities
- interview with a panel of Board of Commissioners/Housing Professionals

HOW TO APPLY

Please submit a type written letter defining why you wish to participate as a Resident Commissioner. This letter must be accompanied by a report regarding an objective as to what you feel are major issues of the Housing Authority of the City of North Las Vegas, and provide detailed information on how you would rectify this issue. Please limit your response to no more than 2 type written pages. Please include the following in your application packet:

- Your name
- Complete Address
- Daytime phone number
- Evening phone number
- Remember to apply for this position you must be a current resident in the Public Housing Program or a participant in the Section 8 Program through the Housing Authority of the City of North Las Vegas

APPLICANTS WITH DISABILITIES: Arrangements for testing or receipt of application materials to accommodate impairments of persons with disabilities may be made by calling 702-649-2451 Ext. 125.

Resident Candidates

Program/Client Number	Resident Name Address	Interested in Appmnt	Comments from Residents/Staff
Section 8 #2537	Dorothy James 2800 EVANS 110-C 366-9446	YES	Interested. The thought of the stipend really interested her. Owes Money but OK
Section 8 #539	Ruby Price 5755 DEEP SEA CR 459-6018	YES	Participated in Resident Council meetings prior (different agency) helped coordinate a tutorial program, housing computer program for mothers with no HS education, coordinated transportation for WIC program, Vista Volunteer (Operation life) 1972-1975 and a Ruby Dunkin Manor Board member. Very outgoing, outspoken, easy to get along with. OK great organizer.
Section 8 #7348	Clarissa Holliday 990 E QUESTIAN DR # 4118 807-6415	YES	63 year old, single senior. Originally from Chicago, Likes to do nice things for people, very mild mannered. Breast Cancer Survivor – assist some of the women regarding

			that - Prevention techniques.
Section 8 #6955	Jacqueline Harvey 9987 W. CHEROKEE LAS VEGAS, NV 89147 319-8629	YES	52 years old, disabled. Will not miss a meeting – very responsible in that manner. Interested in learning about how housing works. Interested in the politics- a learning experience. Does not have a problem with talking – feels she is a people person. Single, raising granddaughter, has a live-in Aide.
Section 8 #4115	Lorenzo Baldonado 2418 McCARRAN ST 4A NO LAS VEGAS, NV 581-7999	Yes	I served on other boards before.
Section 8 #6803	Alishia Jackson 7086 BURCOT AVE 10		Single parent, no S8 problems
Section 8 #5149	Cynthia Robinson 7255 Bridgeview Ave, Las Vegas, NV 89147 873-1733	YES	Very pleasant – conversation – Her comments about herself- a people person, enjoys dealing with people and problem solving; VP of André Aggassi School; Liaison for Kermit R. Booker at-risk school; 1 year away from her degree in Social

			Work; feels she is a fair, honest person. never arrested – 3 traffic tickets and 44 years old. years old. Does a lot of volunteer work until she can find a job. Applied for Temp Recep. Position, Have a Valid Real Estate License.
Section 8	Dorothy Brown 2635 Lynnwood Street #301 737-3133		5/6 no answer
Section 8	Constance Dingilio?? 1750 Bld 45 Apt. 375 Las Vegas, NV 89109 369-4427	NO	Speaks Spanish Only, elderly and major health issues
Public Housing#1134 Rose Garden	Phyllis Stafford (3 nominations) Rose Gardens 399-3817	Maybe No	5/6 10:08 no answer
Public Housing Rose Garden	Bob Smith Rose Garden No #		
Public Housing #250 Rose Garden	Duke Everett Frazier (2 nominations) Rose Garden 642-5575	YES	One of the panel members when Shirley was elected.
Public Housing Casa Rosa	Tiffany Byrd 311 E Tonopah #212 657-0830	YES	Very active with resident association meeting currently. Hard worker,

			good listener.
Public Housing Casa Rosa	Elanda Lawson 1725 Yale Street #111 320-1030	YES	Have been to board meetings before and is very interested in participating.
Public Housing Casa Rosa	Shirley Hogan	YES	Is willing to participate again if there is no one else. Was happy that their were others interested.

Certification to follow NRS 315.370 Appointment of Commissioners

I hereby certify, The Housing Authority of the City of North Las Vegas has taken proper protocol in the selection process of a new Resident Commissioner as defined in NRS 315.370.

Don L. England
Chief Executive Officer



Signature

May 13, 2003

Date

May 13, 2003

Eileen Seigny
Office of the City Clerk
2200 Civic Center Drive
North Las Vegas, NV 89030

Dear Ms Seigny:

The term of the current Resident Commissioner for the Housing Authority of the City of North Las Vegas will end on June 30, 2003. According to NRS 315.370, we are to follow certain procedures to select a new Resident Commissioner. Following the NRS 315.370 we solicited nominations from residents of the eligible populations of Housing Authority residents. I have divided the nominees into three categories: Section 8 residents, Public Housing Family residents and Public Housing Senior residents. Those nominated in each category are:

Name	Address	Program
Ruby Price	5755 Deep Sea Cr, LV, NV	Section 8
Cynthia Robinson	7255 Bridgeview Ave., LV,NV	Section 8
Dorothy James	2800 Evans, 110-C, LV,NV	Section 8
Clarissa Holliday	990 Equestrian Dr, HN, NV #4118,	Section 8
Jacqueline Harvey	9987 W. Cherokee, LV, NV	Section 8
Lorenzo Baldonado	2418 McCarren St, NLV, NV	Section 8
Alishia Jackson	7086 Burcot Ave, LV, NV	Section 8
Dorothy Brown	2635 Lynnwood Street,, #301, LV, NV	Section 8
Bob Smith	Rose Garden	Public Housing Senior
Duke Frazier	Rose Garden	Public Housing Senior
Tiffany Byrd	Casa Rosa	Public Housing Family
Elanda Lawson	Casa Rosa	Public Housing Family
Shirley Hogan	Casa Rosa	Public Housing Family

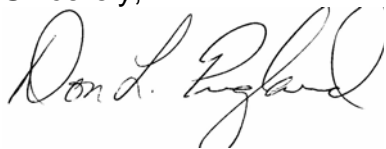
The above individuals are residents, in good standing, and have expressed a willingness to serve if selected by the City Appointing Authority. Note: Many of

the Section 8 residents are not residents of North Las Vegas (this is not a requirement of the state).

The incumbent, **Ms. Shirley Hogan**, was among those nominated and she is eligible to be re-appointed. If Ms. Hogan is not re-appointed, I would suggest an appointment of a resident other than from our Public Housing Family development. From the Public Housing Senior list, I would recommend **Bob Smith**. From Section 8 list, I would recommend **Ruby Price** or **Cynthia Robinson**.

Should you have any questions, please contact Nicole Lindsey of my staff at (702) 649-2451 Ext. 125. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Don L. England". The signature is written in black ink and is positioned above the printed name and title.

Don L. England
Chief Executive Director