



## Meeting Minutes

# CONTRA COSTA COUNTY HOUSING AUTHORITY

DIANE BURGIS, CHAIR  
JOHN GIOIA  
CANDACE ANDERSEN  
KEN CARLSON, VICE CHAIR  
SHANELLE SCALES-PRESTON  
CYNTHIA JORDAN  
JOANN SEGURA

JOSEPH VILLARREAL, EXECUTIVE  
DIRECTOR, (925) 957-8001

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**Tuesday, May 12, 2026**

**1:00 PM**

**Administration Building**  
**1025 Escobar Street, Martinez |**  
**<https://cccounty-us.zoom.us/j/81863939331> |**  
**Call in: 1 855-758-1310**

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The public may attend the Board meeting in person and remotely via call-in or Zoom. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). Meetings of the Board are closed-captioned in real time. For real time translation of the Board of Supervisors meeting, please go to the Wordly website: <https://attend.wordly.ai/join/UPPW-1508>.

Persons who wish to address the Board during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing 1 855-758-1310. A caller should indicate they wish to speak on an agenda item by pushing "#2" on their phone. Persons who wish to address the Board in person should complete the form provided for that purpose. Access via Zoom is also available using the following link: <https://cccounty-us.zoom.us/j/81863939331>. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. To provide contact information, please contact Clerk of the Board at [clerkoftheboard@cob.cccounty.us](mailto:clerkoftheboard@cob.cccounty.us) or call 925-655-2000. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the Board will continue the meeting in person without remote access.

Public comments generally will be limited to two minutes per speaker. In the interest of facilitating the business of the Board, the total amount of time that a member of the public may use in addressing the Board on all agenda items is 10 minutes. Your patience is appreciated.

A lunch break or closed session may be called at the discretion of the Board Chair. Staff reports related to open session items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov).

**1:00 P.M. Convene and call to order**

**Present** Commissioner Candace Andersen, Commissioner Diane Burgis, Commissioner Ken Carlson, Commissioner Shanelle Scales-Preston, Commissioner Cynthia Jordan, and Commissioner Joann Segura

**Absent** Commissioner John Gioia

**1. CONSIDER CONSENT ITEMS (Items listed as C.1 through C.4 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Commissioner. Items removed from the Consent Calendar will be considered with the Discussion Items.**

**Motion:** Andersen  
**Second:** Carlson  
**Aye:** Commissioner Scales-Preston, Commissioner Andersen, Commissioner Burgis, Commissioner Carlson, Commissioner Jordan, and Commissioner Segura  
**Result:** Passed

**2. DISCUSSION ITEMS**

**D.1** CONSIDER accepting a report on the status of the U.S. Department of Housing and Urban Development’s (HUD) homeless programs funding cuts. [26-1876](#)

**Motion:** Andersen  
**Second:** Scales-Preston  
**Aye:** Commissioner Carlson, Commissioner Scales-Preston, Commissioner Burgis, Commissioner Jordan, Commissioner Segura, and Commissioner Andersen  
**Result:** Passed

**D.2** CONSIDER approving amendments to the Admissions and Continued Occupancy Policy of the Public Housing Program regarding the removal of household members, changes to the live-in aide policy, and wait list documentation deadlines. [26-1877](#)

**Attachments:** [BO ACOP Updates 5 12 2026 Removal of Household Member Waiting List Deadline](#)  
[LIA PH ACOP Edits redlined - Final - 5 12 2026](#)

**Motion:** Carlson  
**Second:** Segura  
**Aye:** Commissioner Scales-Preston, Commissioner Carlson, Commissioner Burgis, Commissioner Gioia, Commissioner Jordan, and Commissioner Segura  
**Result:** Passed

**D.3** CONSIDER approving amendments to the Administrative Plan of the Housing Choice Voucher Program regarding the removal of household members and changes to the live-in aide policy. [26-1878](#)

**Attachments:** [Admin Plan LIA Edits redline](#)  
[HCV Removal of Household Member 2](#)

[HCV Removal of Household Member](#)

**This Discussion Item was approved.**

**Motion:** Carlson

**Second:** Scales-Preston

**Aye:** Commissioner Gioia, Commissioner Andersen, Commissioner Burgis, Commissioner Carlson, Commissioner Scales-Preston, Commissioner Jordan, and Commissioner Segura

**Result:** Passed

D.4 PUBLIC COMMENT (2 Minutes)

### 3. CONSENT ITEMS

#### CONSIDER CONSENT ITEMS

**A motion was made by Commissioner Andersen, seconded by Commissioner Carlson, to approve the Consent Agenda. The motion carried by the following vote:**

**Aye:** Commissioner Andersen, Commissioner Burgis, Commissioner Carlson, Commissioner Scales-Preston, Commissioner Jordan, and Commissioner Segura

**Absent:** Commissioner Gioia

**Result:** Passed

C.1 RECEIVE report on the update of the Utility Allowance Schedule for the applicable public housing units. [26-1879](#)

**Attachments:** [4 Utility Allowance Schedule Draft Eff July 1 2026](#)

**approved**

C.2 APPROVE the proposed Community Room and Facilities Use Policy for public housing communal facilities. [26-1880](#)

**Attachments:** [5 HACCC Community Room Use Policy and Agreement. JV.KK F](#)

**approved**

C.3 ADOPT Resolution No. 5276, certifying the results for the Section 8 Management Assessment Plan (SEMAP), subject to HUD confirmatory review, for the Housing Authority of the County of Contra Costa (HACCC) for the period from April 1, 2025, to March 31, 2026. [26-1881](#)

**Attachments:** [Certification Form 52648](#)  
[SEMAP Certification Indicator 8 with 23 and 24 PS Notices](#)

**approved**

C.4 DENY claim filed by Karriem Muhammed. [26-1882](#)

**approved**

### 4. ADJOURN

**AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.**



## GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to [clerkoftheboard@cob.cccounty.us](mailto:clerkoftheboard@cob.cccounty.us).

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000.

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

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## DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308 (the Levine Act), members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (except for contracts exempt from the Levine Act under Government Code section 84308(a)), franchises, discretionary land use permits and other entitlements, if the Board member received, within the previous 12 months, more than \$500 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$500 to a Board

member within the previous 12 months are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.