

FOR HOUSING AUTHORITY COMMISSION MEETING OF: DECEMBER 3, 2007

AGENDA ITEM NO. 3.2

TO: CHAIR AND HOUSING AUTHORITY COMMISSIONERS  
THRU: ROBERT G. WELLS, CITY MANAGER  
FROM: BARBARA A. ROBERTS, CPRP, DIRECTOR, COMMUNITY SERVICES  
SUBJECT: REAPPOINTMENT OF GRIEVANCE HEARING PANEL  
RESOLUTION NO. 2046

ISSUE

The Housing Authority Commission is requested to reappoint three members to serve on the Authority's Public Housing grievance hearing panel during 2008.

RECOMMENDATION

The Housing Authority Commission adopt Resolution No. 2046 approving reappointment of Zelisha M. Smith, Joyce Hesch, and Karen Blauvelt to the Authority's grievance panel for the twelve-month period beginning January 1, 2008.

BACKGROUND

The Authority, in accordance with federal Public Housing regulations, has a Commission-adopted grievance procedure that allows its applicants and tenants who are dissatisfied with the Authority's action or inaction to be heard by a three-member panel.

The panel is composed of two Public Housing residents and an impartial non-resident who has no current interest in any Authority program. Traditionally, resident members have included one from Robert Lindsey Tower and one from a family housing property.

In accordance with the Grievance Procedure, the Housing Administrator appoints a substitute member if:

- A panel member resides in the same apartment complex as a resident requesting a hearing or is acquainted with the resident.

- A Commission-appointed member cannot serve because of illness, a prolonged absence from town or resignation.

An average of one to two grievances per year has come before the hearing panel during the past five years. The grievance panel cannot make policy changes. The grievance procedure applies only to the Public Housing program, which consists of 337 units for families and seniors. If a panel member is unable to serve at a hearing because of his/her residence in the same project, acquaintance with the complainant, illness, absence from the Salem area, or resignation the Housing Administrator may appoint a substitute member.

### FACTS AND FINDINGS

The following persons are recommended to continue service on the grievance panel for calendar year 2008:

#### Zelisha M. Smith

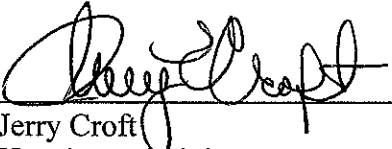
Zelisha M. Smith is recommended to serve as the panel's impartial member and Chair. Ms. Smith's life experiences provide her with a good background to consider issues that come before the grievance panel. She is raising two children, working and attending college. Ms. Smith served as a substitute grievance panel member in the past when she was a resident at Glen Creek Village. Ms. Smith continues to be involved in community concerns and would like to continue to serve on the grievance panel as she has since January 2000.

#### Joyce Hesch

Joyce Hesch has been a Robert Lindsey Tower resident for twelve years. Ms. Hesch is a former member of the Housing Advisory Committee and Housing Authority Board of Commissioners. She moved to Oregon 20 years ago to be near her parents and a sister living at Fairview Training Center. Ms. Hesch is a homemaker and has raised four children. Ms. Hesch is recommended for membership on the panel because of her desire to be involved and her interest in working with low-income families. She has served on the grievance panel since January 1993.

#### Karen Blauvelt

Karen Blauvelt lives with her family in a Public Housing scattered site property and previously resided at Meadowlark Village. Ms. Blauvelt is a furniture salesperson with two children. Ms. Blauvelt is involved with community services and was appointed to the grievance panel in 2005

  
Jerry Croft  
Housing Administrator

RESOLUTION NO. 2046

RESOLUTION REAPPOINTING  
GRIEVANCE HEARING PANEL

WHEREAS, the Salem Housing Authority Commission adopted Public Housing grievance hearing procedures in January, 1976; and,

WHEREAS, the procedures require that grievances are heard by a three-member panel;  
and,

WHEREAS, the Housing Authority Commission must annually appoint the members of the grievance panel,

NOW, THEREFORE, BE IT RESOLVED BY THE  
HOUSING AUTHORITY OF THE CITY OF SALEM, OREGON

Section 1. Zelisha M. Smith, Joyce Hesch, and Karen Blauvelt are appointed to the Grievance Hearing Panel until December 31, 2008.

Section 2. If a panel member is unable to serve at a hearing because of his/her residence in the same project, acquaintance with the complainant, illness, resignation, or absence from the Salem area, the Housing Administrator shall appoint a substitute member.

Section 3. This resolution is effective January 1, 2008.

ADOPTED by the Housing Authority of the City of Salem, Oregon this 3rd day of December 2007.

\_\_\_\_\_  
Executive Director

ATTEST:

\_\_\_\_\_  
Recording Secretary