



Richmond City Council Informal Meeting

Boards & Commissions
Vacancy Report

Monday, May 9th, 2016

Land Use, Housing and Transportation Standing Committee vacancies, by request:

<u>Board Name</u>	<u>Criteria for Appointment</u>	<u>Applicant Name</u>
Board of Commissioners of the Richmond Redevelopment and Housing Authority (9 members) (page 2)	Applicants must reside in public or assisted housing in the city of Richmond. (1 vacancy)	RTO Nominations (page 3) 1. Veronica G. Blount (page 5) 2. Wali Bahar (partial application, page 14) 3. Chanel Bea (page 20) 3. Latoya Hawks (partial application, reappointment, page 26)

Richmond Redevelopment and Housing Authority

Vacancy Chart

as of
September 11, 2016

Section 5.05(d) of the Charter of the City of Richmond (2006) expressly provides that “the appointment of members of a redevelopment and housing authority in the city shall be made by the council.” Section 36-11 of the Code of Virginia (1950) authorizes the Council to provide for not more than nine or less than five commissioners of the Authority. By Resolution No. 99-R46-80, adopted March 22, 1999, the Council increased the number of commissioners from five to seven as authorized by section 36-11 of the Code of Virginia (1950). Resolution No. 2010-R140-162, adopted October 25, 2010, increased the number of commissioners from seven to nine with the addition of a Council-appointed seat and an additional tenant representative seat.

Pursuant to section 36-11 of the Code of Virginia (1950), no commissioner of the Authority may be an officer or employee of the City. By Resolution No. 2003-R230-2004-R18, adopted January 12, 2004, the Council established a procedure to be followed for appointing one member living in public or assisted housing to serve on the Authority’s Board of Commissioners as required by the regulations of the United States Department of Housing and Urban Development. This resolution was further amended by Resolution No. 2010-R141-173, adopted November 8, 2010, which revised the process of appointing the tenant representatives to the board.

(Assigned to the Land Use, Housing & Transportation Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Latoya Hawks	All members of Council	01/09/2016	Yes	Application included	Tenant representative

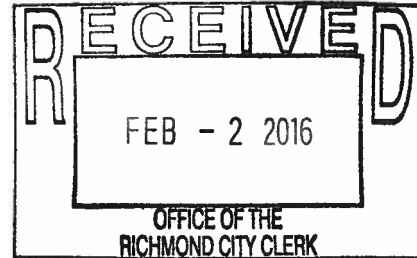
Contact:

Priscilla Jackson, Executive Administrative Assistant
Richmond Redevelopment & Housing Authority (RRHA)
804-780-4246

3900 Old Brook Circle #106
Richmond, VA 23227

February 1, 2016

Mr. Alexander V. Rawles
Boards and Commissions Administrator
Office of the City Clerk
City of Richmond
900 East Broad Street Suite 200
Richmond, VA 23219




Dear Mr. Rawles,

The interview process conducted on Friday January 29, 2016 to fill the 2nd RRHA Commissioner open position yielded the following results: Candidate 1 (Veronica Blount) received 4 votes submitted by Ms.Cynthia Vaughan, Ms. Patricia Williford, Ms.Annie Mahdee and Ms.JoAnne Towles; Candidate 2 (Chanel Bea) received 0 votes; Candidate 3 (LaToya Hawks) received 0 votes and Candidate 4 (Wali Bahar) received 2 votes submitted by Ms. Gloria Shelton-Jones and Ms. Joyce Kenney. If you have any questions, please reach out to our contact person, Ms. Cynthia Vaughan (804) 651-3566.

Sincerely,

Richmond Tenants Organization Executive Committee,


Gloria Shelton-Jones
Vice President Southside Community


Joyce Kenney
Secretary, West End Community



Patricia Williford

Treasurer, East End Community



Annie Mahdee

Sergeant-at-Arms, Downtown Central Community



Cynthia Vaughan

Technical Team Leader, Northside Community

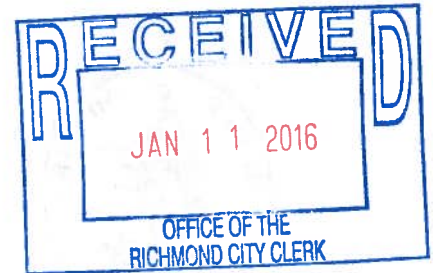


JoAnn Towles

President Fairfield Court



City Of Richmond, Virginia
City Council
Boards and Commissions
Application



(Please Print or Type)

RRHA Board of Commissioners HCVP Commissioner Seat (NAME OF AUTHORITY BOARD, COMMISSION OR AUTHORITY)		
Name: Veronica G. BLOUNT		
Home Address: (Street, City/County): 1913 Peter Paul BLVD		Zip Code: 23223
Home Telephone: (804) 349-6685		Home Fax:
Home E-Mail Address: VGBLOUNT@gmail.com		
Employer: VA. Dept. of Health		
Job Title: Public Health Outreach Worker		How Long?: 6 years
Business Address: (Street, City/County): RCHD 400 East CARY ST.		Zip Code: 23219
Business Telephone: cell# above	Ext: I work in different locations	Fax:
E-Mail Address: Veronica.Blount@VDH.VIRGINIA.GOV		
Is Your Place Of Employment Located In The City? Yes <input checked="" type="checkbox"/> Or The County?		
Which County?		
Have You Ever Been Convicted Of A Felony? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Are You A City Resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Number Of Years? 10		
Which City Council District? 7		
Do you or your employer have a contract, other than a contract of employment, either with the City or with the entity to which you are seeking appointment? I'm Not Sure, Yes <input type="checkbox"/> No <input type="checkbox"/>		
If yes, please provide information on the nature of the contract.		
Please List Your Educational Background And/Or Other Expertise Or Qualifications You Will Bring To This Board/Commission:		
I have an A.A.S. Degree in Paralegal Studies. I am currently pursuing a Baccalaureate Degree with a Double major in Healthcare Administration and Human Services. I currently do Outreach Work and Healthcare Administration at the Resource Centers located in different Public Housing Communities and a School based site. I have worked in this program over 5 years.		
(Continued on next page)		

OFFICE OF THE CITY CLERK, City Hall Suite 200 900 East Broad Street, Richmond, Virginia U.S.A. 23219
Telephone: (804) 646-7955 Fax: (804) 646-7736

Alexander Rawles



City Of Richmond, Virginia
City Council

Boards and Commissions
Application

List other City of Richmond Boards or Commissions you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Executive Board Member of Richmond Community High School
Community Advisory Board of Healthy Start Initiative

OTHER COMMUNITY INVOLVEMENT:

7th District Health + Wellness Initiative
Crosser Ministry Lay Health Promoter
CASA
AmeriCorps National Community Service, ACES Summit Planning Committee

(OPTIONAL)

PLEASE LIST ADDITIONAL INFORMATION YOU WOULD LIKE CONSIDERED, OR YOU MAY ATTACH YOUR RESUME OR OTHER INFORMATION.

☒ Please Check This Box If Your Resume Is Attached.

How Did You Hear About Or Who Referred You To Apply For Appointment To This Board/Commission?

Signature: *[Signature]* I did some research.

Date: December 28, 2015

(By signing, forwarding or otherwise transmitting this form, You Certify That All Information Submitted For Consideration Is True And Correct To The Best Of Your Knowledge)

FOR USE BY THE OFFICE OF CITY CLERK ONLY (Please Do Not Write In This Space)

PATRON(S):

Requested Introduction Date:

Other Action:

Date:

Archive Date:

Reviewed Felony Box On First Page And Verified Residency/Business Requirement: Initial :

Date:

OFFICE OF THE CITY CLERK, City Hall Suite 200 900 East Broad Street, Richmond, Virginia U.S.A. 23219
Telephone: (804) 646-7955 Fax: (804) 646-7736

Veronica Blount

(804)349-6685

VGBlount@gmail.com

Objective

A career that will allow me to utilize my technical, case management, organizational, management and leadership skills, with potential for education and career advancement.

Functional summary

- Trained volunteers and implemented job skill training. Assisted in identifying and resolving barriers to employment.
- Maintained client database and resources sourcebook, created spreadsheets, determined family composition, income, and needs using proven screening process, and provided excellent customer service.
- Coordinated fundraising and community service projects and events.

Started and facilitated support groups for women and families.

- Conducted home visits of program participants for program compliance, case management, and assisted them with referrals and resources.
- Created reports, and mass production and distribution of educational and training materials.
- Interviewed Spanish and English speaking clients to review supporting documents and determine eligibility for medical and other family support services to low income families.
- Given high level security clearance for medical records and patient demographic records for hospital and clinical registration, prescription processing, and medical billing and coding.

VEC database security clearance to verify employment and income.

- **HIPPA** certified and trained in **OSHA** standards and practices to maintain knowledge of federal and state governing regulations.
- Utilized software programs such as: **Peachtree** accounting, **MEDISOFT** patient accounting, **FOXPRO** database, **PEOPLESOFT** database, **AS400**, **HIS**, **HIM**, **WORD**, **ACCESS**, **EXCEL**, **OneStaf** staffing management, **PYXIS** inventory management, **POWERPOINT**, **OUTLOOK**, and **PUBLISHER**.
- Processed confidential **HCFA-1500** forms and insurance assignment forms at Mercy Medical Center. Prepared forms outlining hospital expenses for governmental, welfare and other agencies paying bill of specified patient at Magnacare.
- Adjudicated unpaid medical insurance claims to obtain settlements.

Employment

2010-Present Richmond City Health District
Richmond, VA **Bilingual Community Advocate/Healthcare Administrator/Trauma Informed Care Outreach Worker** Mosby and Broadrock Resource Centers

09/08-07/2010 **AmeriCorps** service at Embrace Richmond
Client Relations/ Intake/ Resource Coordinator/Community Outreach and Community Liaison

01/06-12/30/07 Bryant and Stratton
Richmond, VA **Library Assistant/ Administrative Assistant**

01/05-07/05 World Access (Mondial) Richmond,
VA **Customer Service/ Sales Support Specialist** (Travel Insurance)

11/03-5/04 VA Counter Manager	Dillard's, Inc. Full time (Seasonal)	Richmond,
12/02-1/04 to VA Pharmacy Technician	CVS Pharmacy Part time	New York transfer
05/02-10/02 City, NY Medical Claims Examiner	Magnacare TPA	Garden
04/01-04/02 Centre, NY Clinical Lab Associate in Phlebotomy Lab	Mercy Medical Center	Rockville
1993-1996 Hempstead, NY Head Start Teacher Assistant/ Community Advocate	Nassau County E.O.C., Inc.	
1989-1993 Roosevelt, NY Office Manager	BeBee Enterprises	

Education

B.S. Health and Human Services	Ashford University Currently Pursuing
A.A.S. Paralegal Studies	Bryant and Stratton College Richmond, VA Graduated December 2007
S.U.N.Y. Farmingdale at L.I.E.O.C. Business / Medical Billing Certificate	Hempstead, NY Graduated May 1999

Spanish (speak, read, and write)

Languages

Volunteer Work

Americorps National Community service member
 Fresh Start Fairfield Director and Facilitator
 Central VA Legal Aid Soc. Volunteer Paralegal for Henry McLoughlin
 Member of Central VA Legal Aid Society Client Council
 Summit Group Director and Facilitator
 CASA (Henrico, Richmond)
 Lay Health Promoter
 Mosby Community Health Connections
 Community Advisory Board Healthy Start Initiative
 7th District Health and Wellness Initiative

**Certification and
Training**

Strengthening Families Curriculum
Mental Health First Aid Responder
Richmond Family and Fatherhood Initiative Motherhood Co-parenting
Program
Motivational Interviewing
Trauma Informed Care

January 28, 2016

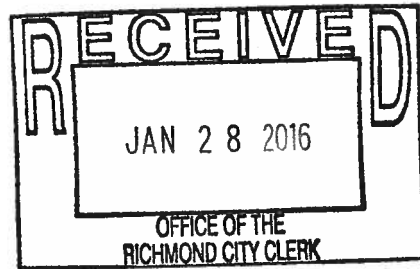
City Clerk

City of Richmond

900 E. Broad Street

Suite 200

Richmond, VA 23219



Alexander Rawles, City Council Members, Richmond Tenants' Organization, and RRHA Board of Commissioners:

I am a candidate seeking a seat on the Board of Commissioners for the Richmond Redevelopment and Housing Authority. I am sure that my personal and professional insight would be an asset for the Board.

I am a resident of Richmond City, with a child in the Richmond Public School system. I am a state employee working at various sites in this city doing Trauma Informed Care Public Health Outreach. I am active in my community as a PTA President, Lay Health Promoter, a facilitator of the Strengthening Families Program at Peter Paul Development Center, and a Facilitator of RFFI Motherhood & Co Parenting Initiative.

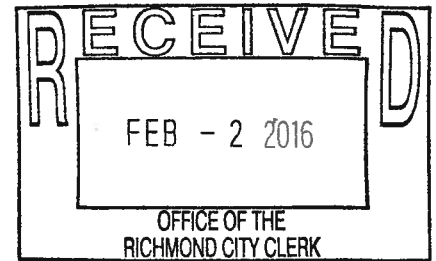
After an apartment fire in 2006, I moved into public housing while working and attending college. I started a women's support group and also received 2 college grants from RRHA while living there. I earned an Associate in Applied Science Degree in Paralegal Studies. I am currently a junior pursuing my B.S. Degree in Healthcare Administration and Human Services Management .

In less than two years, I moved from Fairfield Court into a house with a Section 8 Housing Choice Voucher. I served my country as an Americorps member doing service with Embrace Richmond serving the East End and Southside public housing communities that I still serve today at RCHD Resource Centers and Community Service Centers. My experience bringing resources and opportunities to the community, my public advocacy skills, and my partner agency relationships make me a willing and able candidate with passion and purpose. Thank you for your Consideration.

Yours in Service,

Veronica G. Blount

vgblount@gmail.com



HOUSING CHOICE VOUCHER PROGRAM
Landlord's Certification of Good Standing

Please answer the following questions as the RRHA needs verification in order to properly and effectively move your tenant with continued assistance in the Housing Choice Voucher Program.

CFR24 982.551(e) Violation of the lease. The family may not commit any serious or repeated violations of the lease. **(f). Family Notice to move or lease termination.** The family must notify the Housing Authority and the owner before the family moves out of the unit, or terminates the lease on notice the owner:

Has your tenant furnished proper notice to vacate/non-renew the lease as prescribed in your lease?

Yes ☒ No ☐ Date _____

Effective Date: November 30, 2015 Please do not sign if more than 60/90 days from effective date.

Will you allow for early release from lease? Yes ☐ No ☒

Does the tenant owe any balances for any rent?

Yes ☐ amount _____ No ☒

Does the tenant owe any balances for any damages to the property?

Yes ☐ amount _____ No ☒

Is the tenant currently in good standing? Yes ☒ No ☐

Has the tenant violated the lease or any policies or provision therein? Yes ☐ No ☒

If yes, please

explain _____

Has the property been inspected by Landlord/Agent for move-out as recommended by RRHA?

Yes ☐ No ☒

If no, please explain _____

LANDLORD'S STATEMENT: I certify that the information provided in this statement is true and complete to the best of my knowledge. I understand that Richmond Redevelopment and Housing Authority will act upon this information quickly and any rescinding of this notice will require extensive evidence to overturn the issuance of a tenant's voucher and legal action may be my only course of action pursuant to my claims.

Landlord Only: (PLEASE INITIAL ONE)

____ I agree to allow the tenant to extend their intent to vacate date if needed. I am aware I will continue to receive Housing Assistant Payments (HAP) as long as there aren't any violations. This extension will not exceed 30 days.

☒ I will not grant any extensions beyond the tenant's intent to vacate date. I understand I will no longer receive HAP after this date.

Kenneth Mammie
Signature of Landlord/Agent

10/8/15
Date

Veronica G. Blount
Signature of Head of Household

10-8-15
Date

VERONICA G. BLOUNT
Print Name of Head of Household

Hasn't moved out yet. (B)

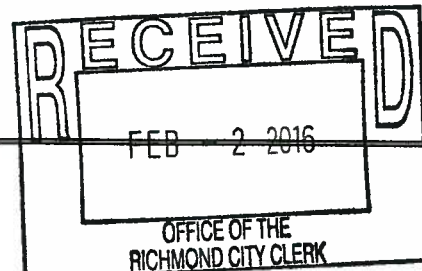


City of Richmond, Virginia
City Council

Authorities, Boards, Commissions and Task Forces Application

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: Richmond Redevelopment and Housing Authority	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: BAHAR	First Name: WALI
Home Street Address: 1920 Stonewall Ave. # 204	Home Telephone: 804-299-6242
Home City, Zip Code: Richmond, 23225	Home Fax:
Personal E-Mail Address: walirbahar@gmail.com	
Employer: SENIOR CONNECTIONS/CAPITAL AREA AGENCY ON AGING	
Job Title: Title V Forklift/Warehouse Trainee	How Long? 8 mts.
Business Street Address: 88 CARNATION STREET	Business Telephone: 804-343-3020
Business City, Zip Code: Richmond	Business Fax: 649-2258
Business E-Mail Address:	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? 5 th Number of years?	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Please list your educational background and/or other expertise or qualifications you will bring to this authority, board, commission or task force: G.E.D. - 1 yr. Business College	



NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.

Office of the City Clerk, 900 East Broad Street, Suite 200, Richmond, Virginia U.S.A. 23219
Telephone: (804) 646-7955 • Fax: (804) 646-7736
www.richmondgov.com/cityclerk



City of Richmond, Virginia

City Council

Authorities, Boards, Commissions and Task Forces Application

List other city of Richmond authorities, boards, commissions or task forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Entity: _____	Date(s) Served: _____	Office(s) Held: _____
Entity: _____	Date(s) Served: _____	Office(s) Held: _____
Entity: _____	Date(s) Served: _____	Office(s) Held: _____

Other community involvement:

OPTIONAL

Please list additional information you would like considered, or you may attach your resume or other information.

☒ Check this box if your resume is attached.

How did you hear about or who referred you to apply for appointment to this authority, board, commission or task force?

Signature: Wali R. Bhar Date: 01-29-2016
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge)

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www.richmondgov.com/cityclerk

Wali R. Bahar

1920 Stonewall Avenue, Apt. #204, Richmond, Virginia, 23225, walirbahar@gmail.com,
(804)299-6242

Objective: To obtain a position that will allow me the opportunity to use my skills and abilities.

Work Experience:

Janitorial supervisor 2000-2003

Phillip Morris, Richmond, Virginia

- ❖ Supervised a staff of floor technicians.
- ❖ Maintained proper cleaning of various rooms.
- ❖ Stripped, buffed, waxed company floors.

Lawn Care Technicians Seasonal 2003-2006

Faith Landscaping, Richmond, Virginia

- ❖ Maintain lawns by watering, mulching and seeding.
- ❖ Created gardens by planting shrubs and other plants.

Assistant Trainer/Supervisor 2006-2008

PCIR Industries, Bowling Green, Virginia

- ❖ Completed tasks associated with shoe repair, including resoling shoes and boots.
- ❖ Gained experience with grinding and finishing machines.

Senior Connections 2008-2009

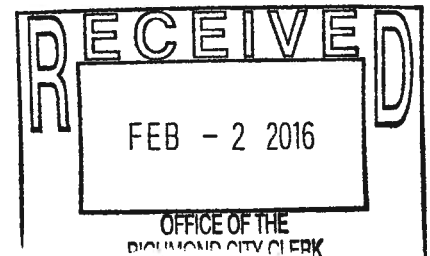
East End District Family Center

- ❖ Pick up and process food from Feedmore, Virginia Food Bank, to be distributed to community residents.
- ❖ Maintaining cleanliness of building as well as prepare building for functions and meetings.

Tiki Cleaning Services 2010-2012

1205 Nth 35th Street, Richmond, Virginia

- ❖ Dialysis service cleaning.
- ❖ Automotive dealership cleaning.
- ❖ Airport distribution center cleaning.



Wali R. Bahar

- ❖ Use of hazardous chemical and safety operations.

Senior Connections, Food Truck Manager 2015-present

Project Homes/Conservation Strategies

- ❖ Warehouse management, intake and distribution of materials.
- ❖ Forklift operations for loading and unloading materials.
- ❖ Use computer for organizing, filing and location of merchandise.

Job Skills

- ❖ Computer skills – programs for Microsoft (Word, Access, Excel, Explorer, XP, Publisher), computer keyboarding, history and technology for operating systems.
- ❖ Machine and forklift operations – trained new workers on machine operations and functions. Completed testing and driving for certified forklift training.
- ❖ Hazardous chemicals knowledge certification by OSHA – completed recommended course hours by OSHA handling hazardous materials and safety.

Education

- ❖ General Equivalency Diploma.
Adult Continuing Education, Charlottesville, Virginia.
- ❖ One year course in Office Administration.
Rutledge Business College, Richmond, Virginia.
- ❖ Basic Computer Class
RCJ School of Computer Learning, Richmond, Virginia.

Qualifications and Organizations

- ❖ Nomination for office of Commissioner for RTO in 5th District (Southside Richmond, Virginia, 2015).
- ❖ Resident Advisory Board Vice President, Stonewall Place, RRHA site (2015-present).
- ❖ Senior Connections, certified through VBS Inc., Material Handling Equipment, Powered Industrial Truck Operator Safety Training (2015).
- ❖ Under guidance and recognition of Lee McNutt, entered training program for OSHA (2015).
- ❖ Under direction of Joyce Kenney, RRHA, distribution of correspondences (2010-11).

Wali R. Bahar

Attachment:

- Have a deep rooted concern and love for human race.
- Willing and prepared to be a vessel for the people of this district as well as the City of Richmond.
- Not afraid of the challenges faced with becoming an advocate.
- Willing to devote the time and energy necessary to establish and obtain the necessities for the people.
- Will undertake unemployment with diligence and persistence.

Board of Commissioners
Robley S. Jones, Chairman

Samuel S. Young, Jr.
Marilyn B. Olds
Elliott M. Harrigan
Jonathan Coleman
LaToya Hawks
Robert J. Adams
Heidi Abbott



February 1, 2016

Chief Executive Officer
T. K. Somanath
901 Chamberlayne Parkway
P.O. Box 26887
Richmond, VA 23261-6887
804-780-4200
Fax 804-780-
TTY: Dial 7-1-1
www.rrha.com

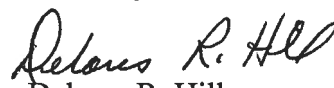
To Whom it May Concern:

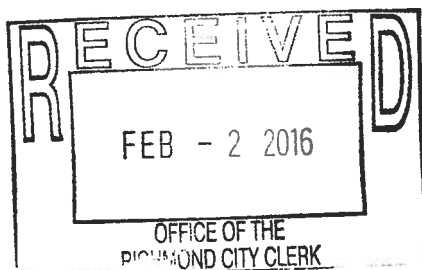
Mr. Wali Bahar is applying for a position on the Board of Commissioners to assist with the representation of residents that resides within the properties of Richmond Redevelopment & Housing Authority.

Although Mr. Bahar recently joined the Stonewall Advisory Council in the role of Vice-President, his presence was immediately noticed with his keen awareness of the Housing Authority's rules and regulations, as well as, his willingness to work with the Advisory Council of Stonewall, its residents and the Maintenance/Management Staff to seek improvements, as well as, work together to make a better environment of all.

Mr. Bahar has lived within Richmond Redevelopment & Housing Authority for 3 years and during that time has had an excellent record of willingness to cooperate, make suggestions on building improvements and do not have a problem with raising concerns with building issues. His desire is to be a positive role-model for all who come in contact with him, therefore, Mr. Bahar provide his in-sight, he shows patience with a very quiet demeanor, whether he agrees or disagrees with others around him, but is always willing to work towards a positive solution that will benefit all.

Sincerely,


Delores R. Hill
Property Manager

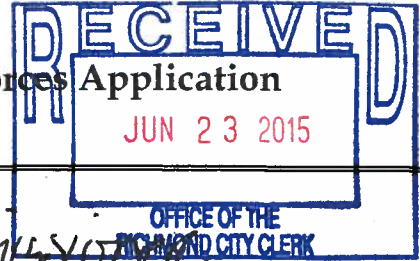


City of Richmond, Virginia

City Council

Authorities, Boards, Commissions and Task Forces Application

(Please Print or Type)



Name of Authority, Board, Commission or Task Force:

Richmond Redevelopment & Housing Resident Commission

Title: Mr. ☐ Mrs. ☐ Ms. ☐ Miss. ☒ Dr. ☐ Other: ☐

Last Name:

Bea

First Name:

Chanel

Home Street Address:

2306 Selden Street

Home Telephone:

804-901-6406

Home City, Zip Code:

Richmond, VA 23223

Home Fax:

Personal E-Mail Address:

ChanelBea@att.net

Employer:

Virginia Commonwealth University

Job Title:

Social Sciences Researcher

How Long?

3 yrs

Business Street Address:

Business Telephone:

Business City, Zip Code:

Richmond, VA

Business Fax:

Business E-Mail Address:

Cbea@vcu.edu

Is your place of employment located in the city of Richmond? Yes ☒ No ☐

Is your place of employment located in the county? Yes ☐ No ☒

If yes, which county?

Are you a city resident? Yes ☒ No ☐

If yes, which City Council district?

7

Number of years?

6

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes ☐ No ☐

If yes, please provide information on the nature of the contract.

Unknown - Not to my knowledge

Please list your educational background and/or other expertise or qualifications you will bring to this authority, board, commission or task force:

Community Advocate - Richmond Promise Neighborhood
Citizen's Advisory Board - Maggie Walker Initiative

NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.

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City of Richmond, Virginia

City Council

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List other city of Richmond authorities, boards, commissions or task forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Entity: Maggie Walker Citizen's Advisory Board
Date(s) Served: Sept. 2013-present Office(s) Held: none

Entity: _____
Date(s) Served: _____ Office(s) Held: _____

Entity: _____
Date(s) Served: _____ Office(s) Held: _____

Other community involvement:

Community Advocate
Social Science Researcher
HeadStart/Early HeadStart Policy Council
Church Hill RVA Steering Committee

OPTIONAL

Please list additional information you would like considered, or you may attach your resume or other information.

☐ Check this box if your resume is attached.

How did you hear about or who referred you to apply for appointment to this authority, board, commission or task force?

Signature: Chau O'Brien Date: 6/23/15
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge)

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Chanel Bea

2306 Selden Street, Richmond, VA 23223

804-901-6406

ChanelBea@att.net

Professional Profile

The ability to effectively learn and use skills and techniques to engage community members, co-workers and agencies while determining action oriented solutions. The utilization of participative leadership to manage multiple projects in accordance with designated deadlines.

- Proactive Decision Making
- Resource Management
- Team Collaboration
- Organization
- Proficient in Microsoft Office Applications

Professional Accomplishments**Computer**

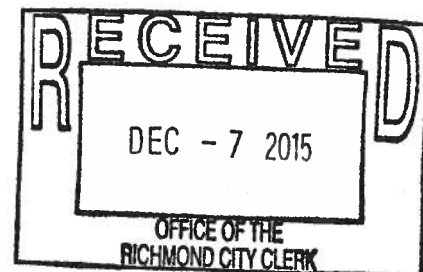
- General proficiency in Microsoft Office Applications
- Network Administration
- Utilization of Internet Applications & Social Media Administration
- Transcription & Data Entry

Project Management

- Implementation of Networking Equipment
- Presentations
- Participant Engagement

Civic Engagement

- Maggie L. Walker Citizen's Advisory Board
- Richmond Promise Neighborhood (RPN) Advisory Board
- RPN Co-Convener of the Early Childhood Action Team
- Richmond Public Schools Head Start/Early Head Start Policy Council

**Training**

- Facilitation Circle of Parents
- Facilitation of Strengthening Families Program: For Parents and Youth 10-14
- Community Involvement in Research Training
- Mental Health First Aide for Youth and Adults

Work History

Parent Representative	Richmond Family Assessment and Planning Team, Richmond, VA	July 2015 – Present
Social Sciences Researcher	Virginia Commonwealth University, Richmond, VA	December 2011 – Present

Education

Diploma	Northumberland High School, Heathsville, VA	June 1992
Advanced Studies		

Rawles, Alexander B. - Clerk's Office

From: chanelbea@att.net
Sent: Monday, December 07, 2015 4:04 PM
To: Rawles, Alexander B. - Clerk's Office
Subject: RRHA Resident Commissioner
Attachments: Chanel Resume.docx

Please be advised that I am requesting to be a member of the RRHA Board of Commissioners. I intend to utilize my current civic engagement activities to bring an informed approach to the decision making process.

Chanel Bea
804.901.6406

Board of Commissioners
Robley S. Jones, Chairman

Samuel S. Young, Jr.
Marilyn B. Olds
Elliott M. Harrigan
Jonathan Coleman
LaToya Hawks
Robert J. Adams
Heidi Abbott



Chief Executive Officer
T. K. Somanath
901 Chamberlayne Parkway
P.O. Box 26887
Richmond, VA 23261-6887
804-780-4200
Fax 804-780-
TTY: Dial 7-1-1
www.rrha.com

December 21, 2015

Alexander B. Rawles
Boards and Commissions Administrator
Office of the City Clerk
City of Richmond
900 East Broad Street, Suite 200
Richmond, Virginia 23219

Dear Mr. Rawles

I understand you are considering Ms. Chanel Bea to serve as a tenant representative on the Board of Commissioner.

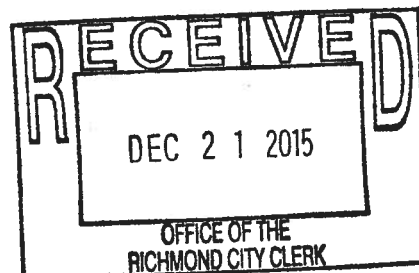
Ms Chanel Bea is a resident of Richmond Redevelopment & Housing Authority, Fairfield Court Community.

She is currently in good standing with the Richmond Redevelopment and Housing Authority.

If you need any other information regarding Ms. Bea, feel free to contact me at 804-780-3409.

Sincerely


Clementine Robinson
Property Manager



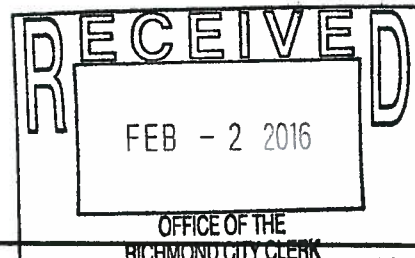


City of Richmond, Virginia
City Council
Authorities, Boards, Commissions and Task Forces
Reappointment Application

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: <u>RRNA</u>	
Title: Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input checked="" type="checkbox"/> Dr. <input type="checkbox"/> Other: _____	
Last Name: <u>Hawks</u>	First Name: <u>Latoya</u>
Home Street Address: <u>410 Milton St</u>	Home Telephone: <u>804 277 7611</u>
Home City, Zip Code: <u>Richmond, VA 23222</u>	Home Fax: _____
Personal E-Mail Address: <u>latoya.hawks@yahoo.com</u>	
Employer: <u>RRNA</u>	
Job Title: <u>Commissioner</u>	How Long? <u>4 years</u>
Business Street Address: <u>901 Chamberlyn Pkwy</u>	Business Telephone: _____
Business City, Zip Code: <u>Richmond, VA 23223</u>	Business Fax: _____
Business E-Mail Address: _____	
Is your place of employment located in the city of Richmond? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which county? <u>Henrico</u>	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? <u>North Side</u> Number of years? <u>7</u>	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Signature: <u>[Signature]</u> Date: <u>1/14/16</u>	
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)	

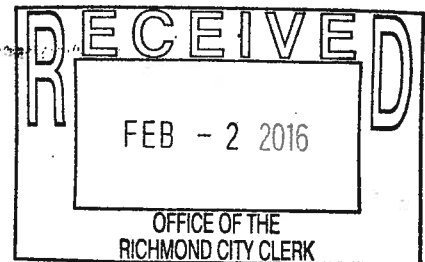
NOTE: This application is a public document.



Office of the City Clerk, 900 East Broad Street, Suite 200, Richmond, Virginia U.S.A. 23219
Telephone: (804) 646-7955 • Fax: (804) 646-7736
www.richmondgov.com/cityclerk

Latoya Hawks

410 Milton Street
Richmond, Virginia 23222
latoya.hawks@yahoo.com
(804) 277-7611



CAREER SUMMARY: To obtain a career in a dynamic and caring environment; implementing my skills in leadership, training, customer services and counseling.

SKILLS SUMMARY:

- Ability to work in a fast-pace atmosphere, maintain excellent customer relations, and develop client rapport
- Follow instructions and make decisions with minimal to no supervision
- Provide administrative assistance with reports and other projects
- Manage projects and people to connect resources and opportunity
- Proficiency in Microsoft Office

WORK EXPERIENCE:

RRHA Commissioner

Richmond Redevelopment Housing Authority, Richmond, VA

January 2012-present

Appointed by the Richmond City Council to the RRHA Board of Commissioners and serves as a member of the RRHA Property Management Standing Committee. Establish policy, review and approve the RRHA's budget, agency and 5 year strategic plans, resolutions and other financial documents requiring board action; Evaluate the performance and establish goals of the Chief Executive Officer, Act as a team member to the CEO by providing leadership and guidelines to enhancing the vision of RRHA and strategic priorities, Participate in networking and training\educational opportunities to increase knowledge in the property management and redevelopment areas, Possess ethical behavior and recognize the importance of being educated regarding conflict of interest or the appearance thereof

Health & Life Skills Facilitator

May 2008-August 2008

Boys & Girls Club of America, Suffolk, VA

Provided leadership and counseling to youth, taught health\life and leadership skills. Interacted with parents and guardians. Assisted with program development, and coordinated activities for youth.

Facilitator/Assistant

January 2007-May 2008

Let's Talk Incorporated, Chesapeake, VA

Conducted weekly coaching and counseling sessions for teen participants. Developed and assessed timeline for short term and long-term goals. Prepared and maintained accurate records. Assisted with Women's Health Conference. Handled fundraising projects and seminars for community outreach and new program development.

Support Technician in CPS Unit

January 2002-2004

Department of Human Services, Norfolk, VA

Greeted incoming visitors in the Child Protective Services Unit. Performed clerical duties as assigned by superiors, sorted and distributed mail for department. Maintained and retrieved files for department, distributed calendars and work schedules for social workers. Monitored CPS Vehicle usage and handled the delivery of confidential documents.

Eligibility Worker Assistant Volunteer

May 2002-July 2002

Department of Human Services, Norfolk, VA

Assisted with record keeping and answered calls from switchboard. Conducted intake interviews for clients needing assistance. Verified pledge amounts from clients' financial accounts. Handled filing of cases and documents and distributed mail to office staff.

EDUCATION:

Tidewater Community College

Associates of Social Science Degree

2003

Two semesters of courses including: English, Math, Psychology and Religion

Philadelphia Academic

High School Diploma

1991-1995

College Preparatory

TRAINING:

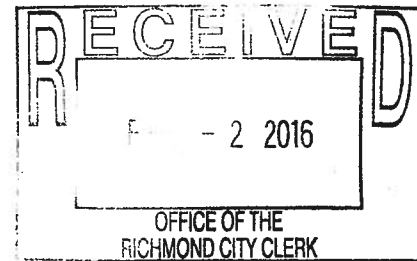
- Customer Service Training
- Medicaid Eligibility
- Billing and coding
- Volunteer Management

PERSONAL STATEMENT:

My strengths lie in my ability to motivate people into action. Most recently I solicited thirteen low-income families through a collaborative program with Goodwill to go through an assessment process that would assist them with job training, employment and life skills. I knocked on doors, posted fliers, made phone calls and built trusting relationships with skeptical and apprehensive at risk families who in the end, only needed a compassionate person with whom they could trust and believe in. I'm confident that through this partnership families will gain necessary services to enable them to reach their full potential and become self-sufficient.

January 29, 2016

To Whom It May Concern:



I am pleased to submit this letter on my behalf as a Resident Commissioner. I was appointed back in January 2012 to work hard, serve and implement my skills in leadership to help further the vision of RRHA. As I progressed in this position it has not been easy these past four years, my faith, my energy and high spirited attitude to work as a team player has been a blessing. However, there is much more implementing to be done so that we can see positive outcomes for families that live in generational and situational poverty. I truly believe I have been a great asset to the board and would love to increase my support and to enhance and encourage as many families that I can to become more self-sufficient. I must say that it will not easy but with willingness, faith and a positive attitude nothing is impossible as I stated before, after all I have overcome with being a single mother of three, and I can proudly say to have this letter in the hands of a great group of people. All I want to do is give my ability to render a hands on approach and most of all offer hope to downtrodden individuals who have no hope of success.

Sincerely,

Latoya Hawks
Resident Commissioner