

CITY OF HIGH POINT

AGENDA ITEM



Title: New Position Request – Compliance Officer

From: Thanena Wilson, Interim Director, Community Development & Housing

Meeting Date: February 7, 2022

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: N/A

PURPOSE:

The Community Development & Housing Department has reached the program capacity and staffing demand for a Compliance Officer. There has been more emphasis and attention placed on monitoring and review by our federal and state agencies. Funding for block grant type programs and the use of such funds has come under more scrutiny, which in turn has impacted our processes and procedures locally. Therefore, we must be more conscientious in administering our programs, and maintaining regulatory compliance to avoid financial exposure or liability for the City.

BACKGROUND:

At the direction of City Council, the Community Development & Housing Department program files, software systems, processes and procedures were reviewed and assessed by an outside legal firm. The results from that review include the recommendation for creation of a position dedicated to program compliance.

BUDGET IMPACT:

Funding for the position in the amount of \$20,050 are available in the FY 21-22 budget. Future funding will be included in the FY 2023 budget.

RECOMMENDATION / ACTION REQUESTED:

The Community Development & Housing Department recommends approval of the new Compliance Officer position and that the necessary funding be appropriated.