

ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD NOVEMBER 25, 2002

Commissioners met at the Central Office. The meeting was called to order by Chair Alan Styles at 6:02 p.m. Present: Chair Alan Styles, Vice Chair Lyn Ann Rosen (arrived 6:08 p.m.), and Commissioners: York Gin, Mike Nichols, Josh Stewart (arrived 6:03 p.m.), and Carol Schneider. Absent: Commissioner Tim Escamilla. Also Present: Jim Nakashima, Executive Director; Barry Phillips, Chief Administrative Officer; Rosie Anderson, Director of Housing Assistance Programs; Starla Warren, Director of Housing Development; and Lynn Santos, Finance Manager. Recorder: Sandy Tebbs

COMMENTS FROM THE PUBLIC: None

CONSENT AGENDA

- A. Minutes--Approval of Minutes of the Regular Board Meeting held October 28, 2002
- B. Minutes--Approval of Minutes of the Special Board Meeting held November 4, 2002
- C. Memorandum of Agreement for the Management of the Nancy Dodd Community Center

Upon motion by Commissioner Gin, seconded by Commissioner Nichols, the Board approved the Consent Agenda. Motion carried with the following vote:

AYES: Styles, Gin, Nichols, Schneider
NOES: None
ABSENT: Rosen, Stewart, Escamilla

Commissioner Stewart arrived at 6:03 p.m.

The Board moved New Business item 8A forward to accommodate the auditors.

NEW BUSINESS

- A. Preliminary Draft - Audited financial statements 6-30-02

Commissioner Stewart reported the Finance/Development Committee reviewed the audit. There were a couple of items reflected on the audit from last year, but staff is working on those items. Otherwise the audit came out very well. Mr. Nakashima reminded that although HACM will be converting to GASB 34 this year, that GASB 39 is forthcoming, which requires more compliance with structural issues; therefore, there will be continuing changes to the audit standards. He stated Mr. Gibbons and Ms. Wong from Hayashi and Wayland were attending tonight's meeting to answer any questions the Board might have on the audit. There were no questions.

Upon motion by Commissioner Stewart, seconded by Commissioner Gin, the Board accepted the audited financial statements for the period ending June 30, 2002. Motion carried with the following vote:

AYES: Styles, Gin, Nichols, Stewart, Schneider
NOES: None
ABSENT: Rosen, Escamilla

The Board thanked Mr. Gibbons and Ms. Wong.

REPORTS OF COMMITTEES

Finance/Development Committee
Personnel Committee
Monterey County Housing, Inc.

Affordable Acquisitions
Rippling River Focus Group

Ms. Warren reported in Mr. Dalessio's absence that the Rippling River Focus Group is focusing on rehab; the group is looking at the work-to-be-done list to define the scope of work. She noted a site tour was provided to the group. Some Rippling River residents are looking into some money that may be available through a housing bond. Another meeting is scheduled for December 5th.

Commissioner Rosen arrived at 6:08 p.m.

REPORT OF SECRETARY

A. Executive Report

Mr. Nakashima reported maintenance and management staff came out with a 91.2 PHAS score with one more complex to be inspected. It appears the preliminary figures for the Finance portion will be graded high performer. He commented that Mr. Pollard had been fare-welled by HACM and the Board, and that Ms. Jean Goebel has been selected as the new Director of Housing Management.

In a lengthy discussion, Mr. Nakashima noted HACM should be concerned about Congress' efforts to fund homeland security, which will take \$640M from this year's HUD allocation. For HACM, this would be done by reducing the number of vouchers to the number authorized on June 30, 2002, which is 3244; HACM would reduce to these numbers through attrition and port outs. Staff noted that HACM would lose the admin fees for the reduced number as well as not being able to use the admin fees for other programs. Mr. Nakashima emphasized that flexibility with the Section 8 admin fees cannot be negotiated. HUD will be looking to recapture any monies through compliance issues and programs that could lead to privatization or regionalization of smaller housing authorities; HACM and Santa Cruz are both medium size Housing Authorities.

Mr. Nakashima introduced Patrick Dwire, new Senior Community Development Planner. The Board welcomed Mr. Dwire.

OLD BUSINESS

A. Classification and Compensation Study Update

Mr. Werlin, Deputy Director of SEIU 817, made a presentation on behalf of the Union. He recommended that the Board direct the HACM staff to continue to work with the Union to bring the Union wages to parity. Mr. Phillips, Chief Administrative Officer of HACM, made a presentation on behalf of the HACM. He stated that management stood by the proposal briefed to the full Board on October 12, 2002. Mr. Phillips stated that proposal is the recommendation for implementation of the Classification and Compensation Study at 50% of the mean increase by classification.

Upon motion by Commissioner Rosen, seconded by Commissioner Nichols, the Board approved the HACM management proposal with the increases and reclassifications to take effect January 1, 2003. The Board further directed staff that the Classification and Compensation Study is to be used as a continuing working document until that point in time that the Study will need to be updated. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Stewart, Schneider
NOES: None
ABSENT: Escamilla

NEW BUSINESS

A. Preliminary Draft - Audited financial statements 6-30-02: This item previously addressed.

B. NAHRO 2003 Legislative Conference

Upon motion by Commissioner Nichols, seconded by Commissioner Gin, the Board approved Commissioners Styles and Stewart as attendees to the NAHRO 2003 Legislative Conference in Washington, D.C. Motion carried with the following vote:

AYES: Styles, Gin, Nichols, Stewart
NOES: Rosen, Schneider
ABSENT: Escamilla

INFORMATION

- A. Administrative Report and Summary of Actions for October/November 2002
- B. Status Report: September 2002 Financial Statements and October 2002 Disbursements
- C. Status Reports: Monthly Development Report
- D. Housing Management Report
- E. Eligibility/Section 8 Reports
- F. Quarterly Cash Report
- G. Commissioner Per Diem and Expenses for Ad hoc Committee Meetings
- H. Senate Continuing Resolution

Mr. Nakashima stated the vacancy turnaround rate could go up on next month's Housing Management Report to 8-10 days due to PHAS preparations. Chair Styles commented that he had information he obtained at the NAHRO Conference about Welfare to Work transitional housing and he would provide that to Ms. Anderson at a later date.

The Board discussed Item 9G, Commissioner Per Diem and Expenses for Ad hoc Committee Meetings, and decided that Commissioners would be paid for no more than four meetings a month in accordance with the Health and Safety Code, but could be paid for mileage for the meetings they attend in the role of Commissioner.

COMMISSIONER COMMENTS:

Chair Styles commented that Commissioners Nichols and Schneider have been reappointed to this Board through November 7, 2004. Welcome back aboard!

CLOSED SESSION

The Board of Commissioners were to meet in Closed Session for the following purpose and reason:

- A. With respect to every item to be discussed in Closed Session pursuant to Government Code Section 54957: PUBLIC EMPLOYMENT PERFORMANCE EVALUATION Title: Executive Director
ACTION: The Board tabled this item for all Commissioners to be able to attend.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:28 p.m.