

ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD JULY 28, 2003

Commissioners met at the Central Office. The meeting was called to order by Acting Chair York Gin at 6:06 p.m. Present: Vice Chair Lyn Ann Rosen (arrived 6:15 p.m.) and Commissioners: York Gin, Mike Nichols, Tim Escamilla, and Carol Schneider. Absent: Chair Alan Styles and Commissioner Josh Stewart. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer; Barry Phillips, Chief Administrative Officer, Rosie Anderson, Director of Housing Assistance Programs; Jean Goebel; Director of Housing Management; Starla Warren, Director of Housing Development; and Lynn Santos, Finance Manager. Recorder: Sandy Tebbs.

PRESENTATIONS

A. Introduction of Maria Hernandez, new Regional Housing Manager. Mr. Nakashima introduced Ms. Hernandez to the Board of Commissioners and commented that she was selected to take Ms. Goebel's vacant position. Mr. Nakashima stated that Ms. Hernandez had put herself through college and was a success story herself.

B. Top Industry Training Video on Organizational Change presented by Mr. Phillips. Mr. Phillips provided handouts and presented the training video, "Who Moved My Cheese." Ms. Zenk provided a handout on the supervisors' review of the video.

Vice Chair Rosen arrived at 6:15 p.m. Commissioner Gin relinquished the Chair to Commissioner Rosen.

COMMENTS FROM THE PUBLIC: None

CONSENT AGENDA

- A. **Minutes-Approval of Minutes of the Regular Board Meeting held June 23, 2003**
- B. **HUD Section 3 Plan Implementation**
- C. **Resolution 2167-FY2003 Management Assessment Subsystem Scores**
- D. **Revisions to Public Housing Program Admissions & Occupancy Plan**
- E. **Resolution 2168-Annual Submittal of Section 8 Management Assessment Program (SEMAP)**

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

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

REPORTS OF COMMITTEES

<u>Finance/Development Committee</u>	Commissioner Stewart, Chairman
<u>Personnel Committee</u>	Commissioner Nichols, Chairman
<u>Monterey County Housing, Inc.</u>	Commissioner Tim Escamilla, Representative
<u>Affordable Acquisitions</u>	Commissioner Tim Escamilla, Representative

Commissioner Escamilla reported that the Finance/Development Committee tabled an agenda item on budget review; he stated when this item goes to the Board it will have a deficit increase. No action required.

REPORT OF SECRETARY

A. Executive Report: Mr. Nakashima explained he added a discussion paper to his report in order to meet the requirement of the full Board action and the Finance/Development Committee recommendation. The report serves as a preliminary report to the Board and action for the Finance/Development Committee. Mr. Nakashima stated the report informs the Board of his concerns

regarding the budget reductions. It was noted the Finance/Development Committee would review the concerns. No action required.

OLD BUSINESS

A. Revision to Authorization to Obtain Line of Credit

Upon motion by Commissioner Gin, seconded by Commissioner Escamilla, the Board authorized the Executive Director to execute a Line of Credit not to exceed \$2 million with Bank of America. Motion carried with the following vote:

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

NEW BUSINESS

A. Cancellation of Safety Incentives Program for FY04

Upon motion by Commissioner Escamilla, seconded by Commissioner Nichols, the Board denied the cancellation of the Safety Incentives Program for FY04. Motion carried with the following vote:

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

B. Cancellation of CPR Training For Staff – FY04 Budget Issue

Upon motion by Commissioner Nichols, seconded by Commissioner Schneider, the Board denied the cancellation of the CPR Training for Staff and to keep this training in the FY04 Budget. Motion carried with the following vote:

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

C. HCV Program Administrative Plan

Upon motion by Commissioner Escamilla, seconded by Commissioner Gin, the Board approved the revisions to the Housing Choice Voucher Program Administrative Plan. Motion carried with the following vote:

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

D. Change in Section 8 administrative fees

Upon motion by Commissioner Escamilla, seconded by Commissioner Schneider, the Board approved reducing restricted Section 8 administrative reserves from \$400,000 to not exceed 5% of the total administrative fees earned in any given year. Motion carried with the following vote:

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

E. Policy Statement: Support all efforts to increase affordable and workforce housing

The Board recommended that staff use the Housing Authority's mission statement for general policy. If specific policy is required by an organization, the organization should submit their request to the Housing Authority Board for specific consideration. During this discussion, Commissioner Escamilla recommended a budget allocation workshop be setup for the Commissioners; it was suggested the Personnel Committee address the date of the workshop. No further action was taken on this issue.

The Board convened to a break at 7:35 p.m. and reconvened to regular session at 7:47 p.m.

INFORMATION

- A. Administrative Report and Summary of Actions for June/July 2003**
- B. Status Report: May 2003 Financial Statements and June 2003 Disbursements**
- C. Status Report: Monthly Development Report**
- D. Status Report: Monthly Housing Management Report**
- E. Status Report: Eligibility/Section 8 Reports**
- F. Legislative Update**

Ms. Warren reported that Pat Dwire, Senior Community Development Planner, had been successful in securing a \$1.17M grant from the Joe Serna Grant Program; two more grants are pending approval. No action required.

COMMISSIONER COMMENTS

Commissioner Escamilla commented that he was deeply sorry to hear about the tragedy that happened to Commissioner Nichols' nephew.

Commissioner Rosen commented the statement by Commissioner Escamilla speaks for the whole Board.

Commissioner Nichols emphasized for the record that the shootings in East Salinas and the area of his home is getting worse. He found a .9mm bullet, which he had turned into the caretaker but after his nephew's tragedy he retrieved the bullet and gave it to the police investigating his nephew's death. He commented that children 11 years of age are being provided guns by the gangs, not age 13 as most people think. He stated the police admit they don't know what to do about the gun situation and say it is out of their hands. Commissioner Nichols emphasized that he wants it on record that he doesn't think HACM should be held liable for shootings that might take place on HACM properties. Commissioner Nichols suggested that HACM request heavier police involvement/protection in his census track.

Ms. Warren suggested that a recovery reclamation program might be a solution to these kinds of areas. Commissioner Rosen commented that maybe Ms. Warren could bring a proposal on this issue to next month's Board.

Commissioner Schneider asked if the Board would be receiving verbatim minutes from now on? Ms. Tebbs, Clerk to the Board of Commissioners, responded in the negative.

Commissioner Rosen further commented that she and Commissioner Styles would report on their trip to the NAHRO Conference at next month's Board meeting.

The Board convened to Closed Session at 8:15 p.m.

CLOSED SESSION

The Board of Commissioners met in Closed Session for the following purposes and reasons:

- A. With respect to every item to be discussed in Closed Session pursuant to Government Code Section 54956.8: Real Property Negotiations
ACTION: No action taken.
- B. 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: No action taken.

The Board reconvened to regular session at 8:51 p.m.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:51 p.m.