



Berkeley Housing Authority

Item 6A

DRAFT MINUTES

BOARD OF THE BERKELEY HOUSING AUTHORITY

REGULAR MEETING

September 10, 2015

North Berkeley Senior Center
1901 Hearst Avenue
Berkeley, CA 94709

6:00 p.m.

CAROLE NORRIS, CHAIR

VALERIE AGOSTINO
MARVA CREMER
DANIEL ROSSI

MARJORIE COX
ADOLPH MOODY
GERRIS WILKINSON

1. **Call to Order**

Chairperson Norris called the meeting to order at 6:07 p.m.

2. **Roll Call**

Present: Chairperson Norris and Commissioners Cremer, Cox, Moody and Rossi; absent Commissioners Agostino and Wilkinson

3. **Oath of Office**

The Oath was administered to Chairperson Norris and Commissioners Cox, Cremer, Moody and Rossi by Rose Thomsen, Berkeley City Clerk's office.

This meeting is held in a wheelchair accessible location. If you need special assistance to participate in the meetings of the Berkeley Housing Authority's Board of Commissioners, please contact Rachel Gonzales-Levine, Reasonable Accommodation Coordinator, at (510) 981-5485, rgonzales-levine@ci.berkeley.ca.us or via California Relay Service (711). Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangement to ensure accessibility. Please refrain from wearing scented products at the meeting, as attendees may be sensitive to various scents in products and materials, whether natural or manufactured.



4. **Comments from the Public**

No other members of the public were present.

5. **Report from the Executive Director**

Executive Director will brief the Board on the status of activities of the Housing Authority in the areas of overall administration, rental assistance in the Section 8 Voucher programs, and will inform the Board of potential significant actions/developments which may transpire prior to the next regular meeting.

Executive Director Ingram responded to questions and provided highlights from the written report including: (a) Proposed 2016 Fair Market Rents. Very strong local opposition to HUDs proposal to lower the Fair Market Rents (FMR) for the Bay Area. Ongoing collaboration with other Bay Area Executive Directors regarding the regional housing crisis – including FMRs, Payment Standards, and Admin Fee formula. (b) Meeting schedule. Consider revising the meeting date for October; Executive Director to poll; Commissioner Cox advised she will not be available in December. (c) City Collaboration. Very positive initial discussion with interim City Manager Ridley-Williams; draft “Move-Up” program (homeless intervention strategy moving families and individuals from SROs and Shelter Plus Care to permanent affordable housing utilizing a Section 8 voucher) circulated for comment; next steps include obtaining HUD approval and City Council action to allow use of funds previously authorized for Security Deposit loans. (d) Project Based Wait List. High rejection rate from Berkeley 75; list of 4-bedroom households nearly exhausted; 3-bedroom list appears to be okay; reviewed plan for soliciting new applications for the 4-bedroom, (Project Based) Wait List – utilizing universe from Alameda City and/or Alameda County’s recent wait list intake projects; potential to identify upwards of 1,000 possible qualified households at minimum cost to BHA. Chairperson Norris apprised the Board about SFHA obtaining a “no cap” waiver for PB Voucher and asked staff to pursue a similar waiver; (e). Strawberry Creek Lodge (SCL). Brief discussion about the different benefits derived from a tenant “protection” voucher (TPV), and an “income based” voucher; staff is working with HUD staff to see if we can grant the TPV residents “income based” Section 8 vouchers. As the project moves forward with implementation of the Project Based Voucher assistance awarded in 2011 they are having difficulties identifying enough seniors that are income eligible to receive all the PBS8 assistance awarded (23 PBVs).

6. **New Business**

A. Approval of Minutes:

a. Special meeting, June 25, 2015

It was moved/ seconded (Cox, Cremer) and approved (Agostino, Wilkinson absent) to adopt the minutes as presented.

b. Regular meeting, July 9, 2015

It was moved/ seconded (Rossi, Cremer, Cox abstain) and approved (Agostino, Wilkinson absent) to adopt the minutes as presented.

B. Reappointment to Commission: Carole S. Norris and Marjorie Cox

This was an information item; item was pulled; no action taken

C. Election of Officers

It was moved/seconded (Cox, Rossi; Moody abstain) and approved (Agostino, Wilkinson absent) to reappoint Carole Norris, Chair.

It was moved/seconded (Rossi, Cremer) and approved (Agostino, Wilkinson absent) to reappoint Marjorie Cox, Vice Chair.

D. Report Executive Director Transition Committee Plan: Status and authorize actions

- a. Identify candidates for Interim Director
- b. Prepare job description and compensation

Committee Chair Norris reported (1) negotiations with Executive Director Ingram to revise the January 9, 2016 retirement date; and (2) discussions with other Housing Authority Directors and HUD staff regarding the transition.

It was moved/seconded (Cox, Rossi) to adopt a revised Resolution (delete the requirement to perform tasks by the November meeting), authorizing the Transition Committee to proceed with actions to identify a successor, and submit final recommendations to the full Board for approval.

E. Finance Report–Period Ending June 30, 2015 - Val Agostino, Chair, Finance Committee & Jesy Yturralde, Finance Manager

Commissioner Cox, Vice Chair of the Board, and Vice-Chair Finance Committee provided highlights from the written report; most significant, ended Fiscal Year 2014-15 with a surplus, not a deficit as originally anticipated; no significant financial issues identified from the last Finance Report presented; other than impact of new requirements under GASB 68 (pension reform) that will wipe out the Section 8 unrestricted (operating) reserves; meeting in next 30-days with EJP/Praxis consultants and Related to discuss disposition proceeds; Board may need to adopt a revised budget mid-year to reflect all the changes.

F. Adoption – Resolution Change to CalPERS Retirement Contract

It was moved/seconded (Cox, Rossi) and approved (Agostino, Wilkinson absent) to adopt the resolution and proceed with the contract amendment.

G. Adoption – Designated Exempt Positions (Fair Labor Standards Act)

It was moved/seconded (Cremer, Moody) (Agostino, Wilkinson absent) to adopt the designation of the Finance Manager as exempt from over-time provisions.

H. Adoption – Local One Contract (Corrections)

This item was pulled.

6. **Commissioners' Questions and Matters**

Chairperson Norris shared that she and Executive Director will attend a forum of the Homeless Task Force, comprising of City of Berkeley Council members, City staff and Non Profit Developers, on Monday, 09/14/15.

7. **Communications**

8. **Adjournment**

Meeting adjourned at 7:23 p.m.