



Berkeley Housing Authority

ITEM 4A

DRAFT MINUTES

BOARD OF THE BERKELEY HOUSING AUTHORITY

REGULAR MEETING

September 8, 2016

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
DAMION MCNEIL

1. **Call to Order** - Chairman Norris called the meeting to order at 6:02 p.m.
2. **Roll Call** - Staff took roll call and all members were present. Comm. Cox excused herself at 7:25 p.m.
3. **Ceremonial Matters**
 - A. Recognition of Marjorie Cox, Vice Chair – each Board member spoke and thanked Commissioner Cox for her service.
4. **Comments from the Public**

Public comments are limited to three minutes per speaker – two members of the public were present and Ms. Flippin spoke.
5. **Approval of Minutes**
 - A. Regular Meeting, July 14, 2016 – Moody moved the motion to approve, Rossi 2nd and all voted yes, except Agostino and Cox who were not present at the July 2016 meeting.

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.



6. **Old Business**

- A. Consideration of Resolution Appointing William E. Wilkins, as Executive Director of the Berkeley Housing Authority – motion by Rossi to approve the Resolution, and 2nd by McNeil; vote was unanimous.
- B. Consideration of Resolution Authorizing the Berkeley Housing Authority to participate in Project Move-Up in Cooperation with the City of Berkeley - motion by Cox to approve the Resolution, and 2nd by Moody; vote was unanimous.

7. **New Business**

A. Election of Officers: Chair and Vice-Chair

Nomination of Norris as Chair was moved by Comm. Cremer and 2nd by Comm. Agostino; vote was unanimous.

Nomination of McNeil as Vice-Chair for the coming year was moved by Comm. Moody and 2nd by Comm. Rossie; vote was unanimous.

B. Appointment of Finance Committee Members – Chairperson Norris determined that Commissioner Agostino will serve as a one person committee until further notice. It was also determined by Chairperson Norris that Commissioner Rossi will replace Commissioner Cox on the 3X3 Committee.

C. Executive Director’s Monthly Report – this report is intended to provide the Board of Commissioners with information pertaining to the general administration of the Housing Choice Voucher Program occurring since the last meeting. It will also provide important information on matters that may affect operations prior to the next scheduled meeting. – Wilkins provided a summary of the written monthly report for the Board.

- Housing Opportunity through Modernization Act of 2016 (HOTMA), was approved by Congress and signed by the President. The Berkeley Housing Authority will be able to increase the number of Project Based Vouchers to 580, effective at codification of new regulations (date unknown at this time).
- Notice of terminations sent to approximately 80 families with Housing Choice Vouchers that were issued more than 12 months ago. New vouchers will be issued within the next 30-45 days and briefings will take place at that time.
- Family Self Sufficiency Program is being prepared for operations within the next 30-45 days with 37 households being recruited from existing participants on the HCV Program.
- Landlord recruitment efforts are underway and staff will be conducting outreach to existing and potential landlords starting the beginning of October 2016.
- Bill attended various meetings with City of Berkeley officials to discuss variety of issues including possible options for land acquisition; issues with a number of HCV

families who are causing serious problems in the neighborhood; possible collaboration; and operational issues.

- Bill is serving as the hearing officer for the BHA as a matter of cost savings.

D. Finance Report–Period Ending June 30, 2016 - Val Agostino, Chair, Finance Committee & Jesy Yturralde, Finance Manager - Commissioner Agostino provided a high level overview of the financial report.

E. Resolution to Establish Goals for Executive Director – Moved and seconded by Commissioners. Rossi and McNeil contingent upon correction on item I.1 to read “... under the *policy* direction of the Board of Commissioners such that the agency remains high performing and operates within the parameters of the Annual Budget” and item II.2 changing 50% to 40% of available HCVs. Motion unanimously approved, Comm. Cox absent.

F. Approval of Extension of Master HAP Contract for 39 Project Based Vouchers for Sacramento Senior Homes for a period of 1 year (Sept. 2016 -Sept. 2017) - motion to approve by Commissioner Rossi and 2nd by Commissioner Moody; motion approved (Commissioner Cox absent).

G. Adoption of New Payment Standards – motion to approve by Vice-Chairman McNeil and 2nd by Commissioner Moody; motion approved with Commissioner Cox absent.

8. **Commissioners’ Questions and Matters** -

9. **Communications** - none received

10. **Adjournment** – motion to adjourn by Commissioner Moody, 2nd by Comm. Rossi at 8:10 p.m.