DRAFT MINUTES

SPECIAL MEETING

BOARD OF THE BERKELEY HOUSING AUTHORITY

February 7, 2019

South Berkeley Senior Center
2939 Ellis Street
Berkeley, CA 94703
6:00 pm

CAROLE NORRIS, CHAIR

DAMION MCNEIL, VICE CHAIR
ADOLPH MOODY
DANIEL ROSSI

MARVA CREMER
DARRYL MOORE
CHRIS SCHILDT

1. **Call to Order**
The meeting was called to order at 6:06 p.m.

2. **Roll Call**
Present: Chairperson Norris, Commissioners Moody, Moore, Rossi and Schildt. Commissioner Cremer arrived at 6:10 p.m.

3. **Comments from the Public** – Limited to 3 minutes per speaker
A member of the public spoke about a homeless woman’s experience with the HUB.

4. **Approval of Minutes**
   A. January 10, 2019
   Moved and seconded by Commissioners Moore and Rossi, the Minutes of the January 10, 2019 was approved.

5. **New Business**
   A. 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.
ED Wilkins apprised the Board of the government shutdown that ended January 25, 2019. A Continuing Resolution was approved through February 15, 2019 that included availability of funding for both HAP and admin fees through April 2019.

He reported back to the Board the City of Berkeley’s model of operations for the Library and Rent Board. He also informed the Board about the process that BHA initiated for the 2019 updates to the Section 8 Administrative Plan/5-Year Plan.

A meeting with the Rent Board is scheduled on March 21st, 2019 to discuss funding and operations of BHA. Comm. Norris encouraged Board members to attend the meeting with Bill if they wish to. The 3X3 meeting is scheduled on March 6th, 2019, at 5:30 p.m. Board members were asked to submit to Carole or Bill discussion points that they want to be included in the Agenda.

ED Williams presented the Dashboard. There were concerns about monitoring responsibility of BHA over our partners in the Mainstream Voucher Program, and how applicants are treated by them. Bill will also research the eligibility of families in the program.

B. Finance Reports
   a. Actual vs Budget, December 31, 2018

   Jesy reported two significant events that reduced the deficit by approximately $24,000 in December. 1) Kaiser premiums were budgeted to increase by 10% beginning January 1, 2019, however rates actually dropped by 0.4%. 2) Removed the estimated cost for Lasar Consulting ($20,000) and added $6,400 for our share in the FMR study.

C. Resignation of Vice Chair – Damion McNeil and Election of New Vice Chair.

   Resignation of Vice Chair Damion McNeil was accepted.

   Moved and seconded by Moore and Schildt, Commissioner Dan Rossi was elected as the new Vice Chair.

D. Resolution authorizing the Berkeley Housing Authority (BHA) to reduce the Employer Paid Member Contribution (EPMC) from seven percent (7%) to four percent (4%) of the normal member contributions for all represented and non-represented employees, pursuant to the adopted labor contracts with SEIU Local 1021 and Local One, and Board action relative to unrepresented employees.

   Moved and seconded by Commissioners Moore and Schildt, CalPERS Resolution for Employer Paid Member Contribution was approved.

E. Apppointment of the 2019 Resident Advisory Board

   Moved and seconded by Commissioner Moore and Vice Chair Rossi, the appointment of Section 8 participants: Marie Howlett, Richard Lahrson, Sherry King, and Mark Shimada to the 2019 Resident Advisory Board (RAB), and (2) providing a stipend of $50 to each for attendance at the RAB meeting(s) was approved, with the provision that alternate members be part of the approval in the future.
6. **Commissioners’ Questions and Matters**
Chairperson Norris tendered her resignation as Chair of the BHA Board of Commissioners effective immediately. Newly elected Vice Chair Rossi will become the Interim Chair of the Board until a new Chair is elected.

Vice Chair Rossi, Commissioners Schildt and Moody were also appointed to represent the BHA to the 3X3 Committee.

7. **Communications**
None

8. **Adjournment**
Moved and seconded by Commissioners Moore and Schildt, the meeting was adjourned in honor of Chairperson Carole Norris at 7:25 p.m.