

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, June 26, 2023

Minutes

Present:

Commissioners:

Chairwoman Yolanda Hawkins-Bautista
Vice Chair Euron Blackwell
Commissioner Brett Theodos
Commissioner Cherice Shannon
Commissioner W. Marshall Knight
Commissioner Layton Wilson
Commissioner Regina Nadir

Staff:

Ron McCoy, Acting Executive Director, HA
Carolyn Floyd, RAD Program Manager, HA
Will Pass, Accounting Consultant, FAS
Belay Ademu, Accounting Services Manager, FAS
Karanja Slaughter, Division Manager, HAD
Denise Haffenden, Deputy Manager, HAD
Dante Clark, Asst. Property Manager, HAD
Crystal Harris, Asst. Property Manager, HAD
Michael Jackson, Sr. Project Manager, HAD
Thaddeus Green, Development Officer, HAD
Ed Davis, Compliance Manager, HA
Kelvin Jay Noble, Procurement Officer, HA
Alana Speed Harris-HR Manager, HA
Carrie Blackburn Riley-Legal Services
Mugure Crawford, HA, Recorder

Guest: Angie Rodgers-DCAO, CEX Office

Location: **Via GO-TO-MEETING Link**
Dial In: 1-(866) 899-4679 **Access Code:** 819-222-557

Call to Order: Chair Yolanda Hawkins-Bautista called the meeting to order at 5:33pm having declared a quorum with the following Commissioners present: Regina Nadir, Layton Wilson, Brett Theodos, Cherice Shannon, Vice Chair Euron Blackwell and Commissioner W. Marshall Knight

Approval of Minutes: Chair Bautista called for a motion to approve the May 22, 2023 minutes. Commissioner Wilson motioned to approve the minutes and Vice Chair Blackwell seconded the motion. The minutes were approved.

Reports by the Acting Executive Director:

- Acting Executive Director, Ron McCoy provided the Board with agencywide updates.
- Mr. McCoy provided an update to the Board regarding coordination of a Board Retreat. Mr. McCoy stated he has spoken with two different facilitators and will propose dates to the board by the end of July provided with agenda.

Compliance Division:

- Ed Davis, Compliance Manager introduced Compliance division staff, Brian White and Jay Noble who provided division updates for the Compliance department.
- No further comments or questions were expressed by the Board.

Housing Choice Voucher Program:

Housing Choice Voucher Program Manager Carolyn Floyd presented the HCV report on behalf of Dawnay Green:

- No further comments or questions were expressed by the Board.

Resident Fulfillment:

- No new updates currently for the Resident Fulfillment log
- Commissioner Shannon requested the Resident Fulfillment log be brought back into the board packet each month.

Housing Assistance Division:

Deputy Manager Denise Haffenden presented the HAD report, as follows:

- There were no move-in and one (1) move-outs for the month of May 2023

PHA-wide

- Ms. Haffenden alerted the board that Nspire services will replace REAC in regard to scoring/inspections of the HA properties. Staff will begin training on this new system in June.
- Resident alerted the board that Board Meeting notices were not received for Cottage City Towers. Ms. Haffenden noted the error and apologized for the oversight during the transition of previous property managers' exit.

Occupancy/Recertification

- For May, there were (12) re-certifications completed, no admissions and no transfers. No eviction actions processed. There was no Criminal court appearance. There were no Landlord Tenant Court appearances.
- Ms. Haffenden presented the Vacancy Report for May reporting an overall occupancy rate of 88%.

Resident Services

Crystal Ford presented the Resident Services report for May 2023:

- No further comments or questions were expressed by the Board.

Development

HAD Division Manager Karanja Slaughter presented the Development & Modernization Report on behalf of James McGraw for May 2023:

- Follow-up discussion occurred with Chair Bautista asking how many properties HA is looking to sell amongst the surplus properties. Karanja Slaughter responded.
- Follow-up discussion occurred with Chair Bautista regarding the delays with the Cottage City redevelopment project. Concerns regarding the number of vacancies while the Cottage City redevelopment project is further delayed. Karanja Slaughter and Ron McCoy responded.
- Follow up discussion occurred with the Board regarding the vacancy report.

Financial Report

Belay Ademu, Accounting Services Manager Will reported on key highlights for the month ending May 31, 2023:

- Further discussion occurred with the Board regarding the HCV Financial Performance slides. A complete recommendation will be provided to the board next month from Will Pass, accounting services consultant. The board expressed serious concerns with the financial reports and financial reporting.

• New Business:

- **Resolution LHA 1393, a Resolution to Write-off Tenant Uncollectible Accounts Receivable as Collection Losses and Resolution LHA 1394, a Resolution Approving the Housing Authority of Prince George's County's Fiscal Year 2024 Operating Budget** were scheduled to be presented in May's board meeting. They have been tabled until June due to staff's inability to properly present the resolutions to the Board. The Board expressed serious frustrations with staff not being available and ready to present resolutions 1393 and 1394.

Additional Board/Staff Comments:

- Commissioner Shannon alerted HA Staff and the Board of the reappointment of herself, Commissioner Nadir, Commissioner Knight and Commissioner Wilson to continue service as Housing Authority Board of Commissioners.
- Follow up discussion occurred with Chair Bautista providing a status update

to the Board on the search for an Executive Director for the agency. Chairwoman stated that the search firm Polihire has started collecting resumes and started the process for hiring an Executive Director for the agency.

Public Comments:

- **Kimberly Thomas (1100 Owens Road)**-asked the question when will residents be allowed to use the community room and have approval to conduct outside activities such as cookouts. Housing Authority staff responded and will provide an update to Ms. Thomas and the residents within the week. The community room previously was under limited capacity due to COVID-19 protocols/restrictions.

Adjournment:

- Chairwoman Yolanda Hawkins-Bautista motioned to adjourn the public meeting, by unanimous vote, the Board of Commissioners meeting adjourned at 7:04 p.m.

Attest/ Witness:




Yolanda Hawkins-Bautista/Chairwoman



Ron M. McCoy/
Acting Executive Director/Secretary