

The Housing Authority of Prince George's County, Maryland  
Board of Commissioner's Meeting  
Monday, November 20, 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  
Dawnay Green, Interim HCV Program Manager, HA  
Carolyn Floyd, RAD Program Manager, HA  
Will Pass, FAS Consultant, HA  
Jacqueline Massiah, FAS, HA  
Karanja Slaughter, Division Manager, HAD  
Denise Haffenden, Deputy Manager, HAD  
Crystal Harris, Asst. Property Manager, HAD  
Crystal Ford, Resident Services, HAD  
James McGraw, D&M, HAD  
Michael Jackson, Sr. Project Manager, HAD  
Thaddeus Green, Development Officer, HAD  
Kelvin Jay Noble, Procurement Officer, HA  
Carrie Blackburn Riley-Legal Services  
Alana Speed Harris-HR Manager, HA  
Mugure Crawford, HA, Recorder

**Guest:** Angie Rodgers-DCAO, CEX Office

**HAPGC Offices**  
**9200 Basil Court 2<sup>nd</sup> Floor Large Conference Room**  
**Largo, Maryland 20774**  
**Via GO-TO-MEETING Link**  
**Dial In: 1-(866) 899-4679 Access Code: 819-222-557**

**Location:**

**Call to Order:** Chairwoman Yolanda Hawkins Bautista called the meeting to order at 5:32pm declaring a quorum with the following Commissioners present: Commissioners Brett Theodos, W. Marshall Knight along with Commissioners Regina Nadir, Layton Wilson(virtually), Cherice Shannon, and Vice Chair Euron Blackwell.

**Approval of Minutes:** Chair Bautista called for a motion to approve the October 23, 2023 minutes. Commissioner Shannon 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 experienced audio issues but provided the Board with agencywide updates in the November board packet.

**Compliance Division:**

- Jay Noble, Procurement officer presented the procurement report to the Board.
- No Further comments or questions expressed by the Board.

**Housing Choice Voucher Program:**

Interim Housing Choice Voucher Division Manager, Dawnay Green presented the HCV report:

- No further questions were expressed by the Board.
- Chair Bautista expressed appreciation for all the hard work that the HCV division has been doing including Ms. Green and Carolyn Floyd.

**Resident Fulfillment:**

- No new updates currently for the Resident Fulfillment log

**Housing Assistance Division:**

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

- There were no move-ins and no move-outs for the month of October 2023

**PHA-wide**

- No further questions were expressed by the Board.

**Occupancy/Recertification**

- For October there were sixteen (10) 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 October reporting an overall occupancy rate of 87%.
- Follow up discussion occurred with Chair Bautista and Commissioner Knight regarding the occupancy report and waitlist pulls.

**Resident Services**

Crystal Ford presented the Resident Services report for October 2023:

- Ms. Ford alerted the board of upcoming Holiday event for the residents the week of December 16<sup>th</sup>.
- No Further comments or questions expressed by the Board.

## **Development**

James McGraw, Bond & Development Manager presented the Development & Modernization Report for October 2023:

- Follow up discussion occurred with the Board regarding project financing.

## **Financial Report**

Financial Services Consultant, Will Pass reported on key highlights, on behalf of Belay Ademu for the month ending October 30, 2023:

- No further questions or concerns were expressed by the board.

## **New Business**

- Compliance Officer, Gloria Bowens presented resolution 1401, a resolution amending the Administrative Plan to include regulatory changes for the update to the FY 2024 payment standards. Chairwoman Yolanda Hawkins-Bautista called for a motion to approve Resolution #1401. Commissioner Shannon motioned to approve resolution #1401 and Commissioner Theodos seconded the motion. Resolution #1401 was approved.
- Compliance Officer, Gloria Bowens presented resolution 1402, a resolution amending the Administrative Plan to include regulatory changes for the rental reasonableness policy and a temporary abatement of rent increases. Chairwoman Yolanda Hawkins-Bautista called for a motion to approve Resolution #1402. Commissioner Shannon motioned to approve resolution #1402 and Commissioner Theodos seconded the motion. Resolution #1402 was approved.
- Acting Executive Director, Ron McCoy presented resolution 1403, a resolution authorizing the acting ED to enter into an agreement with Clifton Larsen Allen, LLP. For Annual Audit Services. Further discussion occurred with the Board regarding auditing services. The board requests more time for the agency to gather additional information for audit services. Resolution 1403 will be tabled until February 2024.

## **Additional Board/Staff Comments:**

- Follow up discussion occurred with Chair Bautista providing a status update to the Board on the search for an Executive Director for the agency. Chair Bautista announced the County Executive's office recommendation of Jessica Anderson-Preston a called for a motion to approve the nomination of Ms. Preston as the final selection for Executive Director of HA position. Commissioner Shannon motioned to approve the recommendation of Jessica

Anderson-Preston as the Executive Director for HA. Commissioner Regina Nadir seconded the motion. The recommendation of Jessica Anderson-Preston as the new Executive Director of the HA was approved. Chair Bautista will send the approval back over to the County Executive's office for the final process.

**Public Comments:**

1. **Jason Carter-AFSCME 3 Local Council Labor Relations Specialist-**  
Mr. Carter expressed concerns to staff and the board regarding the delay in hiring additional staff for rental specialists for the HCV division. Union employees are expressing to him the frustrations of being over worked due to staff shortages. Interim HCV Division Manager Dawnay Green provided the following update to Mr. Carter and the Board. There will be (6) six new hires starting with the agency on December 4, 2023 for the HCV division.
2. **Jeff Ratnow-Owner of Site Insight developers-** requested information/feedback on being considered for the next RFP for PBVs, project based vouchers. Interim HCV Division Manager Dawnay Green responded and will contact Mr. Ratnow for further instructions and follow up.


**Adjournment:**

- Chairwoman Yolanda Hawkins-Bautista motioned to adjourn the public meeting at 6:50pm to vote to go into closed session to discuss personnel matters. By unanimous vote, the Board of Commissioners meeting adjourned the public meeting at 6:51 p.m. At 6:52pm voting occurred to go into closed session, by unanimous vote the Board of Commissioners voted to go into closed session. The closed session started at 6:55pm. At 7:13pm Chairwoman motioned to adjourn the closed session and vote to open back the public meeting. By unanimous vote the Board of Commissioners adjourned the closed session. The Board voted unanimously to open back up the public session. Chair Yolanda Hawkins Bautista then motioned to adjourn the public meeting at 7:14pm. By unanimous vote, the Board of Commissioners adjourned the public meeting at 7:15pm.

**Attest/ Witness:**



---



Yolanda Hawkins-Bautista /Chairwoman



---

Ron M. McCoy/  
Acting Executive Director/Secretary