

**ROCHESTER HOUSING AUTHORITY
REGULAR BOARD MEETING**

October 25, 2017

**ROCHESTER HOUSING AUTHORITY
OCTOBER 2017, 12:00 PM
675 WEST MAIN STREET
ROCHESTER, NEW YORK 14611**



MEMBERS PRESENT

George Moses, Chair
John Page, Vice-Chair
Hershel Patterson, Commissioner
Willie Otis Commissioner
Calvin Lee Commissioner
Tynise Edwards
Rosemary Rivera

STAFF PRESENT

John Hill
Melissa Berrien
Linda Stango
C. Clarke
Paul Foti
Shemeka Davis
Jacquetta Harris
Cynthia Herriott
Rashondra Martin
Janis White
Sandra Whitney

OTHERS PRESENT

H. Todd Bullard, RHA Legal Counsel
Heather Amidon
Jamie Frumusa

Chair Moses called the October Rochester Housing Authority (RHA) Regular Board Meeting to order at 12:00 PM. He noted for the record that notice of this meeting was posted as required by law and there is a quorum present.

1. **Open Forum – Public Comments**

Dorothy Tucker, JWRC President, lives at Ridge Hudson Tower; she commented on the changes to the Public Housing Staff. She is very unhappy with the changes; the residents currently don't feel safe, they are complaining about the illegal activities that are going on since the change. It would be great to receive a notice to let the residents know about the change in Hudson and Ridge's staff. The previous staff knew the resident's needs. She believes this change will affect their elderly population and with the new staff, Hudson and Ridge are suffering. The residents are asking RHA to bring back the old staff to Hudson Ridge. Ms. Tucker submitted wiring request to have voted for Resident Commissioners Board Members to be extended. JWRC declined the Laundry Service and is requesting additional meetings.

Katherine Warren, Secretary Resident Council, Facilitator for Tenants on Patrol is not happy with the change of RHA staff to Hudson Ridge Tower. The new staff needs to engage with the residents, and they are not doing that. She states there are prostitutes and drug dealers at her site. She is asking for emergency lighting immediately. She has lived in Hudson and Ridge a long time and since the new staff has been there nothing is the same, and they don't feel safe. She is also asking the old staff to return to Hudson and Ridge.

Hester Reeves from Seneca Towers concern is when there is an emergency; she felt the APC Security didn't respond to her needs promptly, it was two hours before someone showed up. She is not happy with the new staff, she tried to contact one of the staff from RHA, and it took hours for that person to respond. She is not used to this type of service from RHA. She is asking for the previous staff to return to Hudson and Ridge.

2. **Approval of Minutes: September Regular Board Meeting**

Commissioner Lee moved, and Commissioner Patterson seconded the motion to approve the minutes of September 2017, Regular Board Meeting. Commissioner Lee, Commissioner Patterson, Commissioner Page, and Commissioner Otis, Commissioner Edwards, and Commissioner River voted yes. The motion was passed.

3. **Director's Report and Board Approval Requests**

a. Executive Director John Hill presented his director's report on the following topics:

1. John Hill updated the Board with the letter he received from he received from Lisa Pugliese, Director of the Office of Public Housing in Buffalo. HUD has closed out the two Findings identified in the PIH Compliance Monitoring Review. The Findings is cleared based upon the receipt of the Board approved Policies.

Hurricane evacuees from Puerto Rico and the Virgin Islands, On October 6, 2017, PHA's received an email form HUD Buffalo Field Office addressing the issue. However, it states HUD will issue an official guidance and Waiver in the upcoming weeks.

On Monday, October 16, 2017, about 15 agencies met at IBERO to discuss ways to assist the families who may be relocating to Rochester. This Meeting was chaired by Hilda R. Escher of IBERO. There will be

b. Board Action Request

i. 2018 Weekend / Night on Call Contact – Public Housing

Commissioner Lee moved, and Commissioner Patterson seconded the motion to approve this Motion. Commissioner Lee, Commissioner Patterson, Commissioner Edwards, Commissioner River voted yes. Commissioner Otis abstained. Commissioner Page voted no. The motion was passed.

ii. 2017-2017 Snow Plowing – Public Housing

Commissioner Otis moved, and Commissioner Patterson seconded the motion to approve this Motion. Commissioner Lee, Commissioner Patterson, Commissioner Page, Commissioner Otis, Commissioner Edwards, and Commissioner River voted yes. The motion was passed.

iii. Compactor: – Public Housing

Commissioner Otis moved, and Commissioner Patterson seconded the motion to approve this Motion. Commissioner Lee, Commissioner Patterson, Commissioner Page, Commissioner Otis, Commissioner Edwards, and Commissioner River voted yes. The motion was passed.

iv. Kennedy Tower Elevator: – Capital Project

Commissioner Otis moved, and Commissioner Rivera seconded the motion to approve this Motion. Commissioner Lee, Commissioner Patterson, Commissioner Page, Commissioner Otis, Commissioner Edwards, and Commissioner River voted yes. The motion was passed.

v. 2018 Employee Medical Insurance (Active Employees and retirees <65 yrs.) - MVP – Human Resources

Commissioner Rivera moved, and Commissioner Edwards seconded the motion to approve this Motion. Commissioner Lee, Commissioner Patterson, Commissioner Page, and Commissioner Otis, Commissioner Edwards, and Commissioner River voted yes. The motion was passed.

vi. 2018 Employee Dental Insurance - MetLife – Human Resources

Commissioner Lee moved, and Commissioner Edwards seconded the motion to approve this Motion. Commissioner Lee, Commissioner Patterson, Commissioner Page, and

Commissioner Otis, Commissioner Edwards, and Commissioner River voted yes. The motion was passed.

vii. Pitney Bowes: – Finance

Commissioner Patterson moved, and Commissioner Lee seconded the motion to approve this Motion. Commissioner Lee, Commissioner Patterson, Commissioner Page, and Commissioner Otis, Commissioner Edwards, and Commissioner River voted yes. The motion was passed.

viii. Write-Offs: – Finance

- a. Section 8 Fraud
- b. Vacated Arrears

Commissioner Page moved, and Commissioner Lee the motion to approve this Motion. Commissioner Lee, Commissioner Patterson, Commissioner Page, and Commissioner Otis, Commissioner Edwards, and Commissioner River voted yes. The motion was passed.

ix. Resolution 10.25.17.01 – Legal

Commissioner Lee moved, and Commissioner Patterson seconded the motion to review in Executive Session. Commissioner Lee, Commissioner Patterson, Commissioner Page, and Commissioner Otis, Commissioner Edwards, and Commissioner River voted yes. The motion was passed.

4. **Executive Personnel Administrator Report**

Rashondra Martin

Ms. Martin presented an update on the status of RHA's supporting our associates and contributing to an organizational culture of excellence and improving internal communications. Goal III Support our Employees to Enhance an Organizational Culture of Excellence continuing training for RHA staff. There was an administer assessment test for all clerical Associates for the Microsoft Suite and have associates attend the annual TenMast conference. Ms. Martin is continuing RHA's commitment to inter communications as we begin to prepare for Open Enrollment.

5. **Compliance, Diversity and Inclusion Officer Report**

Cynthia Herriot

Ms. Herriott reported that RHA remains a part of the Structural Racism Initiative. CDI continues to work with Rochester City School District on several community inclusion initiatives.

6. **Finance**

Paul Foti

Mr. Foti states that the Budget vs. Actual, are doing well. Public Housing and Section 8 Budget is on target. He will provide additional information after the books are closed.

7. **Public Housing Report**

Sandy Whitney

Public Housing Director, Whitney reported to the Board; rent collection is going well. There was a total of 2 move outs for this period: 1 Non- Payment, and 1 Eviction. The vacancy rate is around 2.90%.

8. **Leasing Operations Report (Section 8)**

Jacquetta Harris

Voucher Utilization Report: Director Harris presented the Section 8 Committee report. Utilization rate as of August 2017, was 94.72%, utilizing 9,069 vouchers. Ms. Harris reported on the HQS this month, and inspection is going well.

9. **Family Self-Sufficiency Report**

Melissa Berrien

Supervisor Melissa Berrien for Family Self-Sufficiency (FSS) presented that Ms. Madera Torres has received her Associates in Applied Science from Bryant Stratton with a Major in Criminal Justice. FSS enrolled six next participants in the FSS Program; two reported new full-time employment, and two reported attend college at Monroe Community College (MCC). In 2016, 73% of RHA new hires were Section 3.

10. **Planning Committee Report**

Deputy Executive Director, Shawn Burr reported on current projects that are in the construction stage, Kennedy Tower window replacement, Lena Gannt Roof, and siding replacement Phase II. Seneca Manor Townhouses is 99% completed.

11. **Commissioners' Report**

Commissioner Rivera would like to start an Adhoc Committee around NYS Prosperity Initiative Commissioner Rivera moved, and Commissioner Page seconded the motion to approve this motion. Commissioner Patterson, Commissioner Page, Commissioner Lee, Commissioner Otis, Commissioner Edwards, and Commissioner River voted yes. The motion was passed.

Commissioner Lee would like extra security and to ensure our residents are living in safe units. He will follow up with the Public Housing Director.

Commissioner Moses presented that he was able to take the Low Income Take Credit Course. He passed the examine.

Commissioner Page moved, and Commissioner Patterson seconded the motion to approve Resolution 09.27.17.01. Commissioner Page, Commissioner Lee, Commissioner Otis, and Commissioners Patterson voted yes. The motion was passed.

Chair Moses moved to go into Executive Session; Commissioner Edwards moved, Commissioner Lee seconded to go into Executive Session for a Legal matter at 1:50 PM. Commissioner Page, Commissioner Lee, Commissioner Otis, and Commissioner Patterson, Commissioner Edwards, and Commissioner Rivera voted yes. The motion was passed.

Chair Moses moved to end Executive Session; Commissioner Lee moved, Commissioner Otis seconded to end the Executive at 2:35 PM. Commissioner Page, Commissioner Lee, Commissioner Otis, and Commissioner Patterson, Commissioner Edwards, and Commissioner Rivera voted yes. The motion was passed.

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12. **November Regular Board Meeting**

The November Regular Board Meeting of the Rochester Housing Authority Board is scheduled for **Wednesday, November 15, 2017**, at 12:00 noon in the Board Room (Room #121) at 675 West Main Street.

There being no further Regular Meeting Business to come before the Board, Commissioner Lee moved that the Regular Meeting is adjourned. Commissioner Otis seconded the motion, Commissioner Patterson, Commissioner Lee, Commissioner Otis, Commissioner Edwards, Commissioner Rivera, and Commissioner Page voted yes. Chair Moses adjourned the Regular Board Meeting at 2:40 PM.

Respectfully submitted,

John N. Hill
Secretary to the RHA Board
Executive Director