

**ROCHESTER HOUSING AUTHORITY  
January 24, 2018  
675 WEST MAIN STREET  
ROCHESTER, NEW YORK 14611**



**MEMBERS PRESENT**

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

**STAFF PRESENT**

John Hill  
Shawn Burr  
Melissa Berrien  
Mike Gallo  
C. Clarke  
Jacquetta Harris  
Cynthia Herriott  
Rashondra Martin  
Linda Stango  
Evhen Tupis  
Janis White  
Diana Colon

**OTHERS PRESENT**

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

Chair Moses called the January 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**

Kawanais Smith lives at Southview Towers; there are several violations in her building, an inspection was done, and she heard rumors that the owners are not going to fix the violations. If Ms. Smith moves from her location, she will lose her Section 8. She will not stop requesting the owners of her building to fix the problems.

Linda Koroma lives in Southeastern Towers; she filed a FHA filing for three years on the building; the air quality is poor, there is no ventilation, people are getting sick, and there is mold in the building. The Tenants gave Conifer a letter, according to HUD, Conifer is supposed to have two meeting; they tried contacting Conifer with all attempts and sent a copy to HUD. This company is receiving 7.2 million from Southeastern Tower and 4.2 million from Southview Towers in tax credits. There are two people in

her home that are disabled tenants with COPD and shortness of breath. RHA passed the ventilation. HUD did an inspection and passed the ventilation. Ms. Koroma had a mid-term inspection that failed, and the owners were required to remove the mold, some of the mold is still in the building. Lancing Reality and Southeast Loop during that time went out their way to harass, intimidate, and to threaten Ms. Koroma and her Family. RHA gave the owners a chance to fix the issues, and instead of fixing the problem they went out their way to evict her. She is worried about the people that are living in Southeast Towers ("76 are Section 8"), and Southview Towers. Their health is being affected by the ventilation and the mold. Per Ms. Koroma, City Code 403.2 indicates that the air circulation must be circulated outside not inside. The Tenants are afraid that RHA is going to fail both buildings and they will be out in the cold like the Dewey Ave situation. This RAD conversion isn't something the tenants want to sign off on. At the City Council meeting, two things are standing out to her, Gentrification and Gendercide. She needs an answer from someone. Ms. Koroma states that in Westchester County, Conifer is currently being investigated by the Attorney General Office. Linda and the tenants at Southeastern Towers and Southview are asking for RHA to help them with their issues. Attorney Bullard would like Linda to send the documentations to RHA for review.

A tenant at Southview Towers' states the elevators are malfunctioning, and the Air Ventilation system is not working properly. She believes they are in danger of being in this building.

Ryan Acuff, of City-wide Tenants Unit in Rochester; their goal is to bring tenants together from all over the city to address patterns of underlining issues. Cedarwood Towers had seven tenants that didn't have heat, and there are a lot of Section 8 tenants that live there. He wants to thank Commissioner River and Mr. Hill for being hands-on and Mr. Hill attending the tenant meeting at Manhattan Square. He would like to know what is going on in their buildings. He is very concerned with inspection process of these units and how does the RAD conversion work for these properties.

Alexandra Popovici is from Smoking Health Coalition under the American Lung Association; she is a Community Engagement Manager; her organization is trying to get in contact with other Section 8 participants or low-income housing residents to keep a smoke free living Environment.

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

Commissioner Otis moved, and Commissioner Edwards seconded the motion to approve the minutes of December 2017, Regular Board Meeting. Commissioner Lee, Commissioner Patterson, Commissioner Page, and Commissioner Rivera, Commissioner Otis, and Commissioner Edwards 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 announced there is a new Resident Office at Lena Gantt. The new office space is located at 10 Vienna Street. Mr. Hill will assume the leadership of the Public Housing Department. He met with Dr. Elaine Spaul, Council Member, east District on Monday, January 15, 2018. He reviewed RHA plans for Shirley Street and Federal Street. HUD denied the request for Waiver form 24 CFR 903.17. The Application Processing Center (APC) has a new manager Jaquanda Jones; her new position started on January 12, 2018.

2.

John Hill reported on RHA's Aged Public Housing Stock; he addressed deferred maintenance, preventive maintenance and the Physical Needs Assessment (PNA). How to use the Capital Funds allocated by the State. And RAD and Why RAD?

b. Board Action Request

i. **Auto Policy and Umbrella Policy Renewal – Finance**

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

ii. **Resolution 01.24.18.01 Additional Capital Funds – Finance**

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

4. **Executive Personnel Administrator Report**

**Rashondra Martin**

Ms. Martin reported on Goal III Support our Employees to Enhance an Organizational Culture of Excellence; she continues to support the associates with administering assessments test for all clerical and housing specialist skills for writing business letters and email etiquette, coupled with training. Recent training was Time and Attendance.

Goal VI, Improve Internal and External Communications, the RHA Times Winter Issue 2018 is on our website. There was a targeted Facebook campaign that will enable RHA to get the word out about our newsletter.

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

Ms. Herriott reported on her goals; the RHA Diversity Committee will attend a Structural Racism Training. She is still on target with the Leasing Operation and Public Housing repayment plan. She reported on the 2017 Security call by Category, Types of calls, and Security Service. In 2018, RHA's Public Safety strategy will include a more in-depth analysis of the issues that impact the RHA community.

6. **Finance**

No Report.

**Public Housing Report**

Sandy Whitney

Public Housing Director, Whitney reported to the Board; rent collection is going very well. There was a total of 15 move outs for this period: 2 Health, 1 Death, 1 Eviction, and 11 Transfers. The vacancy rate is around 2.90%. January rent will start to even out.

7. **Leasing Operations Report (Section 8)** Jacquetta Harris

**Voucher Utilization Report:** Director Harris presented the Section 8 Committee report. She also presented the Voucher Utilization report. Utilization Rate for December is at 96.22%. Voucher used 9,213. On January 22, she will have the completed numbers for this report. Ms. Harris will provide the Board with the PBV breakdown based on the Public Comments today. There will be a report on Housing Choice Vouchers from there is a concentration of more than 50 participants. The Board is requesting the Inspection Report for all the units that RHA inspected at Southview Towers and Southeastern Towers (formally Manhattan Square). There is an Inspection Training for the Inspectors this month; Paul Lindsey will conduct the training. The training will be on common practices; this will create consistency for all Inspectors.

8. **Family Self-Sufficiency Report** Melissa Berrien

Supervisor Melissa Berrien for Family Self-Sufficiency (FSS) presented the successful completion Ms. Keeton household income exceeds the FMR; she is no longer receiving assistance. Ms. Keeton obtained her Licensed as a Practical Nurse. The Homeownership team is working on the Existing HCV Homeownership Program with a plan to covert and sell public housing properties.

Section 3 has one new application this month; there are currently 23 businesses on the RHA Section 3 Registry.

9. **Planning Committee Report**

Deputy Executive Director, Shawn Burr reported the Development Team continues to work with our A/E firms on moving our four development Projects, Federal Street, 43 Eiffel Place, 36-40 Shirley Street, and Waring Road. There is currently one project out for bid; this bid was higher than the estimate, and Capital Projects are in the process of researching options. Mr. Burr is working with the IT and Harold Zink to come up with the best options internet option for our residents.

Commissioner Comments:

No Reports

Chair Moses moved to go into Executive Session; Commissioner Rivera moved, Commissioner Otis seconded to go into Executive Session for a Legal matter at 1:33 PM. Commissioner Page, Commissioner Lee, Commissioner Otis, Commissioner Patterson, Commissioner Edwards, and Commissioner Rivera voted yes. The motion was passed.

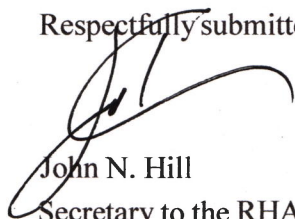
Chair Moses moved to end Executive Session; Commissioner Lee moved, Commissioner Edwards seconded to end the Executive Session at 2:59 PM. Commissioner Page, Commissioner Lee, Commissioner Otis, and Commissioner Patterson, Commissioner Edwards, and Commissioner Rivera voted yes. The motion was passed.

10. **February Regular Board Meeting**

The February Regular Board Meeting of the Rochester Housing Authority Board is scheduled for **Wednesday, February 28, 2018**, 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 Edwards 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 3:00 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'J. Hill', written over the text 'Respectfully submitted,'.

John N. Hill

Secretary to the RHA Board  
Executive Director