

ROCHESTER HOUSING AUTHORITY
June 15, 2016 12:00 PM
675 WEST MAIN STREET
ROCHESTER, NEW YORK 14611



MEMBERS PRESENT

George Moses, Chair
John Page, Vice-Chair
Calvin Lee, Jr., Commissioner
Willie E. Otis, Commissioner
Sara Valencia, Commissioner
Rosemary Rivera, Commissioner
Hershel Patterson, Commissioner

STAFF PRESENT

Shawn Burr
Paul Foti
Sandra Whitney
John Mooney
Linda Stango
Mike Gallo
Melissa Berrien
Ashley Traynum
Janis M. White
Becky Maslowski
Jacquetta Harris
Harold Zink
Jaquanda Jones

OTHERS PRESENT

H Todd Bullard, RHA Legal Counsel
Heather Amidon, AP Safety and Security
Jamie Frumusa, Tipping Point
Geena Cruz, RHC
Adra Anderson

OTHERS

Chair Moses called the June 2016 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 was a quorum present.

1. **Open Forum – Public Comments**

None

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

Commissioner Lee moved and Commissioner Patterson seconded the motion to approve the minutes for the April 2016 Regular Board Meeting. Commissioner Otis, Commissioner Page, and Commissioner Rivera concurred. The motion was passed.

3. **Recognition of Successful Family Self Sufficiency Program Completion**

- a. Adra Anderson was presented with a certificate for successfully completing the Family Self-Sufficiency (FSS) Program. Jaquanda Jones spoke on behalf of Ms. Anderson; she has been with the program since 2012, and it was an honor to work with her. Ms. Anderson came to the program with a plan and the right attitude. Her goals were to obtain full time employment, to increase her credit score, obtain her Master's Degree, and to become a teacher. Ms. Anderson achieved her goals and was hired as a contract teacher in September.

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

- a. Interim Executive Director Shawn Burr presented his director's report on the following topics:
 1. The follow up to last month loss of Continuum of Care (CoC) Grant funding, RHA is appealing HUD's decision in accordance with the procedures outlined in the NOFA. Each agency will have to appeal their denial as a separate entity.
 2. We will be going live with Facebook soon; there was a change in the live date due to the request of a Social Media Policy. Tipping Point and RHA staff worked together to get the RHA Facebook page accomplished. Facebook will be a great way to communicate with our participants, residents and community.
 3. Rochester Housing Authority (RHA) Housing Choice Voucher (HCV) utilization has increased to 99.44%, which is up from 99.31% last month. There are other Housing Authorities that don't keep their utilization up, which could hurt them in the future. RHA's staff has done a great job including the front line staff, the housing specialists, and our inspection team. We received feedback from HUD that we are doing very well, and we will keep an eye on our utilization numbers so we don't over-utilize.
 4. RHA hosted an all-day training at 675 W. Main on May 20th which was facilitated by the Small Business Administration (SBA). The goal was to educate small contractors on a variety of topics and including working with RHA.
 5. Shawn Burr attended the national PHADA Conference in Las Vegas along with Commissioners, Page, Lee, Otis and Valencia. Rutgers/PHADA held Executive Director Education courses, which included the PHA Legal Issues and Procurement and Contract Administration courses, and were successfully completed by Shawn Burr. The conference was well attended and Shawn has some ideas to improve some of RHA processes. One of the slogans that came out of the program "A Child's Future Should Not Be Determined by a Zip Code". RHA, as an agency, will focus more on what we can do to decrease the level of poverty and provide

more opportunities for our residents and program participants to become self-sufficient and provide them the tools they need.

There does not appear to be any increase in funding from HUD; we must develop other revenue streams. Our strategic plan focuses on this, and we are putting the right things in place, such as RHC, RAD, and the Energy Performance Contracting (EPC). There are more opportunities opening up for PHA's, such as NYSHCR budgeting monies for PHA's, and with HAI, our insurance carrier as they are getting into the financing and tax credit business designed for PHA's. These are positive areas of business that can help PHA's.

6. The House and Senate appropriations committees have approved their respective T-HUD bills. In the Senate's T-HUD bill, the funding level for the upcoming FY-2017 is \$56.5 billion, which is an 800 Million cut. Combined with the increase to the cost of providing rental assistance and downturn in Federal Housing Administration (FHA) revenues that are added to the HUD budget, the impact of this cut appeared to be as \$1.2 million. The House T-HUD bill received a robust \$ 48.2 billion allocation, which is \$1.7 billion higher than the Senate allocation. Shawn will create a spreadsheet to compare the two entities to present at the next board meeting. NAHRO is late with information that is needed to do the comparison. He would also like to add the president's budget. Shawn will give the board an update on the RHA's Strategic Plan.

b. Board Approvals of Requests as follows:

i. Union Contract – Public Housing

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

ii. EPC Resolution – Legal

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

iii. WC Additional PO – Finance

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

iv. Resolution for Public Housing Reserves – Legal

Commissioner Lee moved and Commissioner Patterson seconded the motion to table this motion. Commissioner Rivera, Commissioner Page, Commissioner Otis, and Commissioner Valencia, concurred. The motion was tabled.

v. Social Media – Legal

Commissioners Lee moved and Commissioner Patterson seconded the motion to table this motion. Commissioners Rivera, Commissioner Page, Commissioner Otis, and Commissioner Valencia, concurred. The motion was tabled.

5. Finance Report

Director of Finance, Foti presented information on the first half of Fiscal Year 2016 through April for the COCC Budget, the Public Housing Budget, and the housing Choice Voucher Budget. All budgets are doing well.

COCC funds are currently at a surplus; part of the positive increase is due to expansion in Section 8. Lower utility costs from the mild winter are a direct factor for the surplus in Public Housing. As the year progresses we will see some decrease in COCC and other RHA departments due to increase in administrative cost and additional expenses incurred as a result of the finalized labor contract. Director Foti indicates, Overall, RHA is doing well with their budgets.

6. Public Housing Monthly Statistical Report

Public Housing Director, Whitney reported that rent collections for May are normal. The arrears are slightly higher this month. Public Housing vacancy rate is below 3%, and she expects this to decrease. The Studio and 2 bedrooms at Parliament Arms, and one scattered site are increasing the vacancy days of these units. Move outs, Eviction and end of leases are directly connected to RHA's numbers. We have more Move Ins than Move Outs this month, if the month of June stays consistent, our vacancy rate should stay around the same.

There were a total of 23 move outs for this period: 6 Voluntary, 1 Termination, 2 Death, 2 Evictions, 6 transfers, 4 Health, 1 Section 8, and 1 for Fraud. Director Whitney also presented the monthly security report for public housing.

Director Whitney also presented a report on RHA's Public Housing Wait List, which is staying consistent. The APC has a ready drawer of approved applicants awaiting offers for available units.

7. Housing Operations Report (Section 8)

Voucher Utilization Report: Public Housing Director Harris presented the Section 8 Committee report. She also presented the Voucher Utilization report reporting that the Voucher Utilization Rate for May at 99.44%, utilizing 9,135 vouchers, which are up from April. RHA staff is working hard to maximize the utilization rate. There are 3 new Housing Specialists starting at RHA.

8. Family Self-Sufficiency Report

Supervisor for Family Self-Sufficiency (FSS), Melissa Berrien presented an overview of Resident Services. The FSS program currently has 209 program participants, the goal is to increase to 400, and staff is working toward increasing the program level to assist 400 participants. Ms. Anderson and Ms. Robinson have successfully completed the FSS Program. Ms. Anderson completed her Master's Degree in Special Education and Ms. Robinson has increased her net worth to begin her homeownership program.

9. Planning Committee Report

Architect, Linda Stango presented an overview of projects in progress, projects completed, service contracts, and projects out for bid. Ms. Stango presented the current projects that are in progress; 675 office Renovations and Garson Avenue interior/exterior renovations are going well, the front porches have been added and look great. The property is an asset to the surrounding neighborhood.

10. Commissioners' Report

Commissioners Lee, Page, Otis, and Valencia commented on attending good sessions and receiving good information at the PHADA conference.

Commissioners Lee Quote: "do what you can with what you have from where you are" by President T. Roosevelt.

Commissioners Page Quote: "Politics are the nature of the beast". What is "HUD" spelled backward?

Commissioners Valencia enjoyed the session “Advocacy Works”.

Chair Moses asked for a motion to go into executive session due to a Legal Matter.
Commissioner Lee moved and Com

Commissioner Otis seconded the motion to go into executive session at 1:00 PM. All
commissioners concurred. The motion was passed.

Commissioner Lee moved and Commissioner Rivera seconded the motion to end the
executive session at 1:40 PM and resume the regular Board meeting. All
Commissioners concurred. The motion was passed. There were no motions or
resolutions passed in Executive Session.

11. July Regular Board Meeting

The July Regular meeting of the Rochester Housing Authority Board is scheduled for
Wednesday, July 27, 2016, 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 be adjourned. Commissioner
Rivera seconded the motion, all commissioners concurred and Chair Moses
adjourned the Regular Board Meeting at 1:45 PM.

Respectfully submitted,

Shawn D. Burr
Secretary to the RHA Board
Interim Executive Director