

**ROCHESTER HOUSING AUTHORITY
REGULAR BOARD MEETING
AUGUST 19, 2015 12:04 PM
675 WEST MAIN STREET
ROCHESTER, NEW YORK 14611**



MEMBERS PRESENT

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

MEMBERS ABSENT

Sara Valencia, Commissioner

STAFF PRESENT

Shawn Burr
Jackie Milne
Sandra Whitney
John Mooney
Linda Stango
Mike Gallo
Sinclair Carrington
Maria Dewhirst

OTHERS PRESENT

H. Todd Bullard, RHA Legal Counsel
Heather Amidon, AP Safety and Security
Barbara Jean Campbell, Blackwell Estates resident

Chair Moses called the August 2015 RHA Regular Board Meeting to order at 12:04pm, immediately following the Annual Meeting. He noted for the record that notice of this meeting was posted as required by law.

1. **Open Forum – Public Comments**

Barbara Jean Campbell, Blackwell Estates resident, introduced herself and brought up several concerns she has with another resident at Blackwell. She proposed that the resident (her neighbor) may need some sort of home care assistance. Chair Moses thanked her for her comments and noted that someone would follow up with her.

2. **Approval of Minutes: July 9 and July 22 meeting minutes**

Commissioner Patterson moved and Commissioner Otis seconded the motion to approve the minutes of the July 9 and July 22 Board Meetings. Commissioners Lee, Rivera and Page concurred. The motion was passed. Commissioner Rivera abstained voting regarding the July 22nd meeting since she did not attend.

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

- a. Interim Executive Director Shawn Burr presented his Director's Report regarding the following topics:
 - i. Snug Harbor update
 - ii. Leasing Operations and Inspections preparations
 - iii. Finance Director position
 - iv. Resident Council budgets and stipends

- v. Section 3 report
- vi. High Performer Status Update
- vii. Staff Picnic

Copies of the complete Director's report were sent to Board Members and Senior Staff in advance of the meeting and are available upon request.

b. Board Approval Requests

- i. Request Approval to Solicit Proposals for Project Based Vouchers, to award up to 300 Project Based Vouchers to potential affordable housing owners and developers within RHA's Housing Choice Voucher jurisdiction.

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

- ii. Healthcare Broker/Consultant Services awarded to Lawley Benefits Group in the amount of \$38,130. This consulting fee would only apply if Lawley Benefits Group did not become RHA's health care broker.

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

- iii. Ancillary Benefits Broker Services renewal, to Brown and Brown. There is no charge for these services, but Brown and Brown does receive remuneration in the form of commissions from insurance.

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

- iv. Legal Services renewal, for legal services provided to RHA and the RHA Board of Commissioners, to Harris Beach, not to exceed \$100,000 or one year. This is the first renewal in a four-year possible contract.

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

- v. Request to exchange and purchase Smart Burner Stove-top Elements, in a bulk purchase, awarded to Pioneering Technology Corp., in the amount of \$89,995. This manufacturer is a "sole source provider" of this product.

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