

**ROCHESTER HOUSING AUTHORITY
July 26, 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

STAFF PRESENT

John Hill
Shawn Burr
C. Clarke
Paul Foti
Jacquetta Harris
Cynthia Herriott
Rashondra Martin
John Mooney
Janis White
Sandra Whitney
LaMarr Jackson

OTHERS PRESENT

H. Todd Bullard, RHA Legal Counsel
Heather Amidon

Chair Moses called the July 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**

No Comments

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

Commissioner Lee moved, and Commissioner Edwards seconded the motion to approve the minutes of June 2017, Regular Board Meeting. Commissioner Lee, Commissioner Patterson, Commissioner Edwards Commissioner Page, Commissioner Lee and Commissioner Otis, 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 Laundry Service proposal, which was submitted to Procurement. RHA received the results from the department of Housing and Urban Development (HUD). On July 17, 2017, he visited the Department of HUD and the Offices, of Senator Kirsten Gillibrand, Senate Majority Leader, Charles Schumer, and Congresswoman, Louise Slaughter.

b. Board Action Request

i. Renewal of Liability Insurance – Finance

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

ii. Resolution 07.26.17.01 – Legal

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

4. **Executive Personnel Administrator Report**

Rashondra Martin

Ms. Martin presented an update on the status of RHA's Strategic Plan Goal III: "Support our Employees to Enhance an Organizational Culture of Excellence. Ms. Martin introduced the new Associate Recognition Program; the recognition cards are throughout the Authority for tenants, Participants, and colleagues. Recent training includes Computer Email and Internet Use. Goal VI, her department is continuing to improve communication. All managers and supervisors are required to hold Departmental Staff and One-on-One meeting at least twice a month; these meeting served a dual purpose in supporting our associates and contributing to an organizational culture of excellence and improving internal communications.

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

Cynthia Herriot

Ms. Herriott reported on her goals for 2017, to date, the Compliance Department is working on updating some of RHA's Policies and Procedures. Ms. Herriot continues to work with the RHA's staff to provide a cohesive environment.