

**ROCHESTER HOUSING AUTHORITY
REGULAR BOARD MEETING**

**December 19, 2018
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**ROCHESTER HOUSING AUTHORITY
December 19, 2018
675 WEST MAIN STREET
ROCHESTER, NEW YORK 14611**



MEMBERS PRESENT

Tynise Edwards, Vice Chair
Florine Cummings, Commissioner
Hershel Patterson, Commissioner
Joanne Larson, Commissioner

STAFF PRESENT

Shawn Burr
Melissa Berrien
Sinclair Carrington
Mike Gallo
Jacquetta Harris
Sara Jaouen
Linda Stango
Evhen Tupis
Janis White
Marisha Wilder

OTHERS PRESENT

Board Vice Chair Tynise Edwards called the December Rochester Housing Authority (RHA) Regular Board Meeting to order at 12:01 PM. She 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

2. Approval of Minutes: November Regular Board Meeting Minutes

Commissioner Patterson moved, and Commissioner Larson seconded the motion to approve the minutes of November 2018 Regular Board Meeting. Commissioner Patterson, Commissioner Cummings, Commissioner Larson, and Commissioner Edwards voted yes. The motion was passed.

3. Director's Report and Board Approval Requests

- a. Interim Executive Director Shawn Burr presented his director's report on the following topics:

Mr. Burr reported on the follow-up to the Board from November Board Meeting and Public Comments. The first Annual Homeownership Recognition Event was held on December 4, 2018, at Resident Services. This event recognized all our successful Homeownership Programs' participants who purchased a home in 2018. This event was very successful and Melissa Berrien and her staff did a great job putting this event together. A special thanks to Mayor Lovely Warren who highlighted the event with custom certificates from the City and signed by her and presented to each new homeowner.

HUD has a new Field Office Director, Ed Nepps; the letter from HUD outlined their direction and support to Public Housing Authorities (PHA's) in repositioning Public Housing due to the overwhelming physical needs across the county.

The president signed another Continuing Resolution (CR) to keep the government funded until 12/31/2018. If there is a shutdown, Shawn Burr will keep the Board of Commissioners apprised of the situation.

b. Board Action Request

i. Renewal of Contract for EJP Consulting Group, LLC – Capital Projects

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

ii. Architectural/MEP/Structural Services for Bond/Hamilton Project– Capital Projects

Commissioner Larson moved, and Commissioner Cummings seconded the motion to approve this request. Commissioner Patterson, Commissioner Cummings, Commissioner Larson, and Commissioner Edwards voted yes. The motion was passed.

iii. Anti-Discrimination Policy #312 and Complaint Form – Human Resources

Commissioner Patterson moved, and Commissioner Cummings seconded the motion to approve this request. Commissioner Patterson, Commissioner Cummings, Commissioner Larson, and Commissioner Edwards voted yes. The motion was passed.

iv. Labor & Employment Legal Counsel Request for Additional Funds – Human Resources

Commissioner Cummings moved, and Commissioner Larson seconded the motion to approve this request. Commissioner Patterson, Commissioner Cummings, Commissioner Larson, and Commissioner Edwards voted yes. Commissioner. The motion was passed.

v. Legal Services Contract, General Counsel Harris Beach PLLC – Compliance

Commissioner Patterson moved, and Commissioner Cummings seconded the motion to approve this request. Commissioner Patterson, Commissioner Cummings, Commissioner Larson, and Commissioner Edwards voted yes. The motion was passed.

vi. Laundry Vending Service Contract – Finance

Commissioner Patterson moved, and Commissioner Larson seconded the motion to approve this request. Commissioner Patterson, Commissioner Cummings, Commissioner Larson, and Commissioner Edwards voted yes. The motion was passed.

vii. Insurance Renewals Interim Umbrella – Finance

Commissioner Patterson moved, and Commissioner Cummings seconded the motion to approve this request. Commissioner Patterson, Commissioner Cummings, Commissioner Larson, and Commissioner Edwards voted yes. The motion was passed.

viii. Insurance Renewals Interim Auto – Finance

Commissioner Cummings moved, and Commissioner Larson seconded the motion to approve this request. Commissioner Patterson, Commissioner Cummings, Commissioner Larson, and Commissioner Edwards voted yes. The motion was passed.

4. Executive Personnel Administrator’s Report

Rashondra Martin

Report was distributed in the Board packets