

**ROCHESTER HOUSING AUTHORITY
January 23, 2019
675 WEST MAIN STREET
ROCHESTER, NEW YORK 14611**



MEMBERS PRESENT

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

STAFF PRESENT

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

OTHERS PRESENT

H. Todd Bullard, RHA Legal Counsel
Jamie Frumusa, Tipping Point

Board Vice Chair Tynise Edwards called the January Rochester Housing Authority (RHA) Regular Board Meeting to order at 12:00 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: December Regular Board Meeting Minutes

Commissioner Patterson moved, and Commissioner Larson seconded the motion to approve the minutes of December 2018 Regular Board Meeting. Commissioner Patterson, Commissioner Cummings, Commissioners Lee, 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 his follow-up to the Board from December's Board Meeting. He reported on the government shutdown, which is very concerning. RHA received funds from HUD for January and they are prepared to fund PHA's for February. The HUD field office in Buffalo is closed, to discuss RAD and SAC; RHA is continuing to run the day to day operations. Commissioners Lee, Edwards, and Cummings attended a PHADA Conference that was informative. He recommends that other Commissioners attend the PHADA and NAHRO Conferences, it is a great way to stay up to date on current events and to network with other PHA's

b. Board Action Requests

i. Renewal of Security Services Contract APC – Compliance

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

ii. Directors and Officers Renewals – Finance

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

4. Executive Personnel Administrator's Report

Rashondra Martin

Ms. Martin is continuing to achieve Goal III of supporting RHA's employees to enhance an organizational culture of excellence by continuing to provide training in Time and Attendance. Several upcoming trainings include Benefit Bytes Option Training for Short Term and Long-Term Disability; Microsoft PowerPoint for Clerk and Managers; and Combat Sexual Harassment: Anti-Discrimination Training.

Goal IV: Improve Internal and External Communication; the Human Resource Department provide all non-union Associated the current Code of Ethics Policy and the Conflict of Interest Forms.

5. Diversity, Inclusion, and Compliance Officer's Report

Cynthia Herriott

Ms. Herriott is continuing to work several projects: