



**Minutes of the AHA Board of Housing Commissioners**

Regular Meeting

Wednesday, February 21, 2018 at 12:00 p.m. (MT)

Carnis Salisbury Building

1840 University Blvd. SE, Albuquerque, NM

**1. Call to Order**

The meeting was called to order at 12:00 p.m. (MT) on February 21, 2018. Vice-Chairperson McHard presided. The Board met in the Manuel Cordova Conference Room in Open Session.

**2. Roll Call**

**AHABHC MEMBERS PRESENT**

Ms. Janet McHard, Vice Chairperson

Mr. Stephen J. Vogel, Commissioner at Large

Ms. Roxanne Rivera-Wiest, Commissioner at Large

Ms. Rebecca Robinson, Resident Commissioner

A quorum was present.

**AHABHC MEMBERS NOT PRESENT**

Mr. Todd Clarke, Chairperson, excused

**VISITORS**

Mr. Wesley Daniels, REDW

Ms. Judy Higuera, Embudo Towers Resident

Ms. Janice Edmondson, Embudo Towers Resident

Mr. Robert Serano, Albuquerque Resident

Ms. Lovie McGee

**STAFF PRESENT**

Mr. Matthew Archuleta, Public Housing Program Manager

Ms. Loretta Baca, Sr. Housing Quality Compliance Inspector

Mr. Matt Bailon, Operations Manager

Ms. Linda Bridge, Executive Director

Ms. Mundy Boen, Executive Assistant

Ms. Tabitha Cain, Resident Services Assistant

Ms. Cheryl Cates, Accounting Manager - S8

Ms. Barbara D'Onofrio, Director of Finance

Mr. David DeYoung, Accounting Manager - PH

Mr. Brian Eagan, Housing Attorney

Mr. Marcos Espinosa, Information Systems Manager

Mr. Andrew Estocin, Deputy Director

Mr. Dan Foster, Capital Fund Project Manager

Ms. Lorenda Hanway, Sr. Accounting Technician – PH



/abqha



/HousingABQ



Equal Housing Opportunity Agency



Mr. David Martinez, Maintenance Technician  
Ms. Nicole Maurino, Section 8 Housing Specialist  
Ms. Ruth Medina, Interim Resident Services Assistant  
Mr. Raymond Murrietta, Warehouse and Facility Manager  
Ms. Karen Ochsankohl, Accounting Supervisor  
Ms. Bernadette Rodriguez, Community Services Specialist  
Ms. Anita Sanchez-Triviso, Human Resources Director  
Ms. Rocio Solis Sinche, Procurement Officer

**3. Approval of Minutes**

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Member Vogel moved to approve the minutes; seconded by Member Robinson. The motion carried by a 3-0 1 vote. (for: Vogel, Robinson, McHard; Abstain: Rivera-Wiest)

**4. Public Comment**

Ms. Rebecca Robinson, Resident Commissioner, addressed the Board stating the advisory board is making progress at Embudo Towers.

Mr. Robert Serano, Albuquerque Resident, addressed the Board regarding his support for the Section 8 lottery resolution to be passed.

Ms. Janice Edmondson, Resident, addressed the Board regarding her concern with issues at Embudo Towers.

**5. Consent Agenda**

There were no Consent Agenda Items.

**6. New Business**

a) Introduction of New Employees

Mr. Murrietta introduced David Martinez, Maintenance Technician.

b) Employee of the Quarter

Ms. Bridge introduced Nicole Maurino as AHA Core Value Employee of the Quarter.

**7. Resolutions and Communications**

a) Report of the Secretary (Executive Director Linda Bridge, Deputy Director Andrew Estocin and Capital Fund Projects Manager Dan Foster)

Ms. Bridge and Mr. Estocin presented the AHA January/February update in the Report of the Secretary, the Albuquerque Housing Authority Production Snapshot Report and Mr. Foster presented the Capital Fund Report, and all addressed questions from Members of the Board. Please see the attached Reports.

Member Vogel moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 4-0 vote.

- b) Quarterly TBRA (Tenant Based Rental Assistance) Report (Deputy Director Andrew Estocin)

Mr. Estocin presented the “Quarterly TBRA (Tenant Based Rental Assistance) Report” and addressed questions from Members of the Board.

Member Vogel moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 4-0 vote.

- c) Presentation and Acceptance of the 2017 Audit (REDW) (Director of Finance Barbara D’Onofrio)

Mr. Wesley Daniels, REDW presented the 2017 audit and addressed questions from Members of the Board.

Member Rivera-Wiest moved to accept receipt of the Report; seconded by Member Vogel. The motion was carried by a 4-0 vote.

- d) Financial Report (Director of Finance Barbara D’Onofrio)

Ms. D’Onofrio presented ‘Financial Report’ and addressed questions from Members of the Board.

Member Vogel moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 4-0 vote.

- e) Resolution 2018-01 Limited Intake Of Pre-Applications For The Section 8 Housing Choice Voucher Admissions Lottery (Deputy Director Andrew Estocin)

Mr. Estocin presented “Resolution 2018-01 Limited Intake Of Pre-Applications For The Section 8 Housing Choice Voucher Admissions Lottery” and addressed questions from Members of the Board.

Member Rivera-Wiest moved to adopt “Resolution 2018-01 Limited Intake Of Pre-Applications For The Section 8 Housing Choice Voucher Admissions Lottery”; seconded by Member Vogel. The motion was carried by a 4-0 vote.

- f) Resolution 2018-02 Formation of Nonprofit Corporation to Act in Furtherance and Support of the Mission and Operations of the AHA (Executive Director Linda Bridge)

Ms. Bridge presented “Resolution 2018-02 Formation of Nonprofit Corporation to Act in Furtherance and Support of the Mission and Operations of the AHA” and addressed questions from Members of the Board.

Member Rivera-Wiest moved to adopt “Resolution 2018-02 Formation of Nonprofit Corporation to Act in Furtherance and Support of the Mission and Operations of the AHA”; seconded by Member Robinson. The motion was carried by a 4-0 vote.

- g) 2017-2018 AHA Action Plan Second Quarter Review (Executive Director Linda Bridge)
- h) Presentation of AHA Department Action Plans
  - i. Administrative Department Plan (Housing Attorney Brian Eagan)
  - ii. Finance Department Plan (Accounting Manager – Public Housing, David DeYoung and Sr. Accounting Technician – Public Housing, Lorenda Hanway)
  - iii. Section 8 Department Plan (Resident Services Assistant Tabitha Cain)
  - iv. Public Housing Department Plan (Public Housing Program Manager Matthew Archuleta)

Ms. Bridge presented “2017-2018 AHA Action Plan Second Quarter Review”, Mr. Eagan presented the “Administrative Department Plan”, Mr. DeYoung and Ms. Hanway presented the “Finance Department Plan”, Ms. Cain presented the “Section 8 & Inspections Department Plan”, Mr. Archuleta presented the “Public Housing Department Plan” and all addressed questions from Members of the Board.

Member Vogel moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 4-0 vote.

**8. Old Business**

There were no items of Old Business.

**9. Other Business**

The next scheduled Regular Meeting of the Board will be on Wednesday, March 21, 2018 12:00 p.m. in the Manuel Cordova Conference Room, at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM.

**10. Announcements**

Ms. Janice Edmondson, Resident, invited AHA Board Members and staff to attend the next Resident Advisory Board meeting at Embudo Towers, Friday, March 16, 2018 at 1:00 pm.

**11. Adjournment**

There being no further business to be brought before the Board, Member Vogel moved to adjourn the meeting at 1:12 p.m.; seconded by Member Robinson. The motion was carried by a 4-0 vote.

**SUBMITTED:**

/s Linda Bridge  
Ms. Linda Bridge, Secretary to the Board  
Date: March 21, 2018

**READ AND APPROVED:**

/s Todd Clarke  
Todd Clarke, Chairperson of the Board