



Minutes of the AHA Board of Housing Commissioners

Regular Meeting

Wednesday, November 20, 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 November 20, 2018. Vice Chairperson Vogel presided. The Board met in the Manuel Cordova Conference Room in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT

Ms. Janet McHard, Chairperson
Mr. Stephen J. Vogel, Vice-Chairperson
Ms. Lovie McGee, Commissioner at Large
Ms. Rebecca Robinson, Resident Commissioner

AHABHC MEMBERS NOT PRESENT

Ms. Roxanne Rivera-Wiest, Commissioner at Large, Excused

VISITORS

Ms. Judy Higuera, Embudo Towers Resident

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. Tabitha Cain, Resident Services Assistant
Ms. Cheryl Cates, Accounting Manager - S8
Mr. Brian Eagan, Attorney
Mr. Marcos Espinosa, Information Systems Manager
Mr. Andrew Estocin, Deputy Director
Mr. Dan Foster, Capital Fund Projects Manager
Ms. Jessica Franklin, Temp - Office Assistant - Admin
Ms. Esther Lucero, Section 8 Program Manager
Mr. Raymond Murrietta, Warehouse and Facility Manager
Ms. Karen Ochsankehl, Accounting Supervisor
Ms. Michelle Orellana, Section 8 Housing Specialist
Ms. Mundy Petroff, Executive Assistant



/abqha



/HousingABQ



Equal Housing Opportunity Agency



3. Approval of Minutes

Board of Housing Commissioners Meeting October 17, 2018

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

4. Public Comment

Ms. Rebecca Robinson, Resident, addressed the Board voicing her concerns about residents at Embudo not receiving meals for the City of Albuquerque Depart of Senior Affairs and asked for suggestion from staff.

Ms. Lovie McGee addressed the Board voicing her concern with residents at Embudo not receiving meals.

5. Consent Agenda

There were no Consent Agenda Items.

6. New Business

- a) Core Value Employee

Ms. Bridge announced Brian Eagan 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 October/November update in the Report of the Secretary, the Albuquerque Housing Authority Production Snapshot Report, 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-Revised (Deputy Director Andrew Estocin)

Mr. Estocin presented the Quarterly TBRA Report and addressed questions from Members of the Board.

Member Vogel moved to approve the Report and to authorize the Executive Director to sign it; seconded by Member Robinson. The motion was carried by a 4-0 vote.

c) Financial Report (Accounting Manager - S8 Cheryl Cates)

Ms. Cates presented the Financial Report and addressed questions from Members of the Board.

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

d) Resolution 2018-16 Section 8 HCV Program Payment Standards (Deputy Director Andrew Estocin)

Mr. Estocin presented “Resolution 2018-16 Section 8 HCV Program Payment Standards” and addressed questions from Members of the Board.

Member McGee moved to adopt “Resolution 2018-16 Section 8 HCV Program Payment Standards”; seconded by Member Robinson. The motion was carried by a 4-0 vote.

e) Resolution 2018-17 2019 Low Rent Public Housing Program Participant Utility Allowance Schedule (Deputy Director Andrew Estocin)

Mr. Estocin presented “Resolution 2018-17 2019 Low Rent Public Housing Program Participant Utility Allowance Schedule” and addressed questions from Members of the Board.

Member Vogel moved to adopt “Resolution 2018-17 2019 Low Rent Public Housing Program Participant Utility Allowance Schedule”; seconded by Member McGee. The motion was carried by a 4-0 vote.

f) Resolution 2018-18 Public Housing Program Flat Rents (Deputy Director Andrew Estocin)

Mr. Estocin presented “Resolution 2018-18 Public Housing Program Flat Rents” and addressed questions from Members of the Board.

Member Vogel moved to adopt “Resolution 2018-18 Public Housing Program Flat Rents”; seconded by Member Robinson. The motion was carried by a 4-0 vote.

g) 2018-2019 AHA Action Plan First Quarter Review (Executive Director Linda Bridge)

h) Presentation of AHA Department Action Plans

- i. Administrative Department Plan (Executive Assistant Mundy Petroff)
- ii. Finance Department Plan (Accounting Supervisor Karen Ochsankohl)
- iii. Section 8 Department Plan (Section 8 Housing Specialist Michelle Orellana)
- iv. Public Housing Department Plan (Public Housing Specialist Patrick Alvarado)

Ms. Petroff presented the “Administrative Department Plan”, Ms. Ochsankohl presented the “Finance Department Plan”, Ms. Orellana presented the “Section 8 & Inspections

Department Plan”, Mr. Alvarado presented the “Public Housing Department Plan” and all addressed questions from Members of the Board.

Member McGee moved to accept receipt of the AHA Action Plan and the Department Action Plans; seconded by Member Robinson. The motion was carried by a 4-0 vote.

8. Old Business

There was no old business.

9. Other Business

The next scheduled Regular Meeting of the Board will be on Wednesday, December 19, 2018 at 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

There were no announcements.

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:

READ AND APPROVED:

/s Linda Bridge

Ms. Linda Bridge, Secretary to the Board
Date: December 19, 2018

/s Janet McHard

Janet McHard, Chairperson of the Board