



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

Regular Meeting

Wednesday, November 20, 2019 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 12:01 p.m. (MT) on October 16, 2019. Chairperson McHard 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. Roxanne Rivera-Wiest, Commissioner at Large  
Ms. Lovie McGee, Commissioner at Large  
Ms. Rebecca Robinson, Resident Commissioner

**VISITORS**

Ms. Judy Higuera, Embudo Towers Resident  
Ms. Rebecca Wardlaw

**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. Barbara D'Onofrio, Finance Director  
Ms. Nancy Douglas de Baca, Resident Opportunity Self Sufficiency Service Coordinator  
Mr. Brian Eagan, Attorney  
Mr. Dan Foster, Capital Fund Projects Manager  
Ms. Lisa Garduno, Sr. Accounting Technician – S8  
Ms. Thea Guerin, Deputy Director  
Ms. Esther Lucero, Section 8 Program Manager  
Ms. Carolyn Montoya, Senior Office Assistant - Admin  
Ms. Mundy Petroff, Executive Assistant  
Ms. Anita Sanchez-Triviso, Human Resources Director  
Mr. Frederick Shendo, Accounting Manager  
Ms. Rocio Solis Sinche, Procurement Officer  
Mr. Juan Trujillo, Maintenance Technician/Groundskeeper

**3. Approval of Minutes**

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/abqha



/HousingABQ



Equal Housing Opportunity Agency



Member Vogel moved to approve the minutes; seconded by Member Robinson. The motion carried by a 5-0 vote.

**4. Public Comment**

Ms. Higuera addressed the Board about the removal of the chairs in the first floor waiting area of Embudo Towers Public Housing site. In addition, some residents are still smoking in the Embudo Towers building in violation of the smoking ban.

**5. Consent Agenda**

There were no consent agenda items.

**6. New Business**

a) Core Value Employee

Ms. Bridge introduced Chris 'JC' Cowling as AHA Core Value Employee of the Quarter.

b) Introduction of new employees

Ms. Guerin introduced Nancy Douglas de Baca – Resident Opportunity Self Sufficiency (ROSS) Service Coordinator and Mr. Bailon introduced Juan Trujillo – Maintenance Technician/Groundskeeper.

**7. Resolutions and Communications**

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

Ms. Bridge and Ms. Guerin presented the AHA October/November update in the Report of the Secretary and the Albuquerque Housing Authority Production Snapshot Report, Mr. Foster presented the Capital Fund Report; 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 5-0 vote.

b) Financial Report (Finance Director Barbara D'Onofrio)

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

Member Rivera-Wiest moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 5-0 vote.

c) Resolution 2019-21 Designation of Public Housing Units, 5605 and 5609 Gibson Blvd SE, to a Non-Dwelling Special Use: Other Resident Activities (Public Housing Program Manager Matthew Archuleta)

Mr. Archuleta presented 'Resolution 2019-21 Designation of Public Housing Units, 5605 and 5609 Gibson Blvd SE, to a Non-Dwelling Special Use: Other Resident Activities' and addressed questions from Members of the Board.

Member Rivera-Wiest moved to approve ‘Resolution 2019-21 Designation of Public Housing Units, 5605 and 5609 Gibson Blvd SE, to a Non-Dwelling Special Use: Other Resident Activities’; seconded by Member Robinson. The motion was carried by a 5-0 vote.

d) 2019-2020 AHA Action Plan First Quarter Review (Deputy Director Thea Guerin)

Ms. Guerin presented the ‘2019-2020 AHA Action Plan First Quarter Review’ and addressed questions from Members of the Board.

Member Vogel moved to accept receipt of ‘2019-2020 AHA Action Plan First Quarter Review’; seconded by Member Robinson. The motion was carried by a 5-0 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 18, 2019, at 12:00 p.m. The meeting will be held in the Manuel Cordova Conference Room (#186), at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM.

**10. Announcements**

**Thanksgiving Holiday:** AHA offices will be closing early at 3 p.m. on Wednesday, November 27, and AHA offices will be closed on November 28 and 29, 2019.

**Winter Holiday Break:** AHA offices closed December 25, 2019 to January 1, 2020.

**Free Class on NM Landlord-Tenant Law (evictions)**

On Thursday, December 5, 2019 at 5:30 p.m. to 7:30 p.m. at AHA main office, at 1840 University Blvd SE, in room 186, Albuquerque, NM 87106

**11. Adjournment**

There being no further business to be brought before the Board, Member Robinson moved to adjourn the meeting at 12:40 p.m.; seconded by Member McGee. The motion was carried by a 5-0 vote.

**SUBMITTED:**

**READ AND APPROVED:**

/s Linda Bridge

/s Janet McHard

Linda Bridge, Secretary to the Board

Janet McHard, Chairperson of the Board

Date: December 18, 2019