Minutes of the AHA Board of Housing Commissioners

Regular Meeting
Wednesday, May 20, 2015
Carnis Salisbury Building
1840 University Blvd. SE
Albuquerque, NM 87106

1. Call to Order

The meeting was called to order at 12:01p.m. (MDT) on May 20, 2015. Chairperson Vogel presided. The Board met in the Manuel Cordova Conference Room in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT

Mr. Stephen J. Vogel, Chairperson
Mr. D. Todd Clarke, Vice Chairperson
Ms. Janet McHard, Commissioner at Large
Ms. Roxanne Rivera-Wiest, Commissioner at Large
A quorum was present.

AHABHC MEMBERS ABSENT

Ms. Rebecca Chavez, Resident Commissioner, Excused

VISITORS

Mr. Doug Chaplin, Department Director, COA Family and Community Services Dept
Ms. Lisa Huval, New Mexico Coalition to End Homelessness
Mr. John Dubois, Assistant City Attorney, COA Legal Dept
Ms. Janice Wright, Housing Paralegal, COA Legal Dept
Mr. Chris Jedd, Denver Housing Authority
Ms. Camille Duncan, Resident
Ms. Judy Higuera, Resident
Ms. Rebecca Robinson, Resident
Ms. Lisa Amaral, Resident

STAFF PRESENT

Ms. Myriam Aguilar, Public Housing Specialist Intake, AHA
Mr. Arturo Almager, Maintenance Technician, AHA
Mr. Manny Anaya, Maintenance Plumber, AHA
Ms. Magda Apodaca, Office Assistant Maintenance, AHA
Mr. Matthew Archuleta, Public Housing Program Manager, AHA
Ms. Loretta Baca, Housing Quality Compliance Inspector, AHA
Mr. Matt Bailon, Assistant Manager for Public Housing, AHA
Ms. Mundy Boen, Executive Assistant, AHA
Ms. Linda Bridge, Executive Director, AHA
Ms. Venessa Burk, Sr. Office Assistant, AHA
Mr. Johnny Burris, Maintenance Technician, AHA

Mr. Jeser I. Chavira, Maintenance Technician, AHA
Ms. Barbara D'Onofrio, Director of Finance, AHA
Mr. Brian Eagan, Attorney, AHA
Mr. Marcos Espinosa, Interim Information Systems Manager, AHA
Mr. Andrew Estocin, Deputy Director, AHA
Mr. Dan Foster, Capital Fund Projects Manager, AHA
Ms. Vivian Gabaldon, Sr. Accounting Technician, AHA
Mr. Carlos Garcia, Maintenance Technician, AHA
Ms. Lisa Garduno, Sr. Accounting Technician, AHA
Ms. Star Garrett, Public Housing Specialist, AHA
Ms. Anna Gonzales, Housing Quality Compliance Inspector, AHA
Mr. Daryl Grimm, Warehouse and Facility Manager, AHA
Ms. Lorenda Hanway, Sr. Accounting Technician, AHA
Ms. Bernice Hughes, Contract Buyer, AHA
Mr. Calvin Jackson III, Maintenance Technician, AHA
Ms. Esther Lucero, Section 8 Program Manager, AHA
Mr. Raymond Murrietta, Procurement Technician Warehouse, AHA
Mr. Victor Rico, Maintenance Technician, AHA
Ms. Anita Sanchez-Triviso, Human Resources Director, AHA
Ms. Sara Villarreal, Section 8 Housing Specialist Intake, AHA
Mr. Nate Windham, Maintenance Technician, AHA

3. Approval of Minutes

Board of Housing Commissioners regular meeting April 15, 2015.

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

Member McHard made a floor amendment to adjust the sequence of the agenda items; seconded by Member Clarke. The floor amendment carried by a 4-0 vote.

The agenda was adjusted as follows: item 7 c, items 6 a-g, item 4, items 7 a-b. However, these minutes, for purposes of clarity, follow the original agenda.

4. Public Comment

Ms. Lisa Amaral, Resident, addressed the Board regarding her concern with issues at Embudo Towers, the Public Housing site located at 8010 Constitution Av NE, Albuquerque, NM 87110.

Ms. Rebecca Robinson, Resident, addressed the Board regarding her concern with issues at Embudo Towers.

Ms. Judy Higuera, Resident, addressed the Board regarding her concern with issues at Embudo Towers.

Ms. Camille Duncan, Resident, addressed the Board regarding a concern at Embudo Towers and to compliment staff on work done at Embudo Towers.

Ms. Lisa Huval, New Mexico Coalition to End Homelessness, addressed the Board regarding her support of "Resolution 2015-05 Creation of Ad-Hoc Community Working Group".
Mr. Doug Chaplin, City of Albuquerque, Family and Community Services, addressed the Board regarding his support of "Resolution 2015-05 Creation of Ad-Hoc Community Working Group".

5. Consent Agenda

There were no Consent Agenda items.

6. Resolutions and Communications

Chairperson Vogel discussed anonymous letters received from AHA employees and asked questions of staff regarding the content of the letters.

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

Ms. Bridge and Mr. Estocin presented the AHA April/May Update in the Report of the Secretary, the Albuquerque Housing Authority Production Snapshot Report and the Capital Fund Report; both addressed questions from Members of the Board. Please see the attached Report.

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

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

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

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

c) 2014 2015 AHA Action Plan Third Quarter Review (Executive Director Linda Bridge)

Ms. Bridge presented "2014-2015 AHA Action Plan Third Quarter Review" and addressed questions from Members of the Board.

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

d) Resolution 2015-05 – Creation of Ad-Hoc Community Working Group (Executive Director Linda Bridge, Deputy Director Andrew Estocin)

Mr. Estocin presented "Resolution 2015-05 Creation of Ad-Hoc Community Working Group" and addressed questions from Members of the Board.

Member Clarke moved to adopt "Resolution 2015-05 Creation of Ad-Hoc Community Working Group"; seconded by Member Rivera-Wiest. The motion was carried by a 4-0 vote.

e) Resolution 2015-06 – Transfer of Banking Services, Designation of Wells Fargo as New Banking Entity (Director of Finance Barbara D'Onofrio)
Ms. D'Onofrio presented "Resolution 2015-06 Transfer of Banking Services, Designation of Wells Fargo as New Banking Entity" and addressed questions from Members of the Board.

Member Clarke moved to adopt "Resolution 2015-06 Transfer of Banking Services, Designation of Wells Fargo as New Banking Entity"; seconded by Member Rivera-Wiest. The motion was carried by a 3-0-1 vote. (For: Vogel, Clarke, Rivera-Wiest; Abstain: McHard).

f) Resolution 2015-07 – Financial Banking and Treasury Signatory Authorizations (Director of Finance Barbara D'Onofrio)

Ms. D'Onofrio presented "Resolution 2015-07 Financial Banking and Treasury Signatory Authorizations" and addressed questions from Members of the Board.

Member Clarke moved to adopt "Resolution 2015-07 Financial Banking and Treasury Signatory Authorizations"; seconded by Member McHard. The motion was carried by a 4-0 vote.

g) Resolution 2015-08 – Travel Policy (Director of Finance Barbara D'Onofrio)

Member Clarke moved to defer adoption of "Resolution 2015-08 Travel Policy"; seconded by Member Rivera-Wiest. The motion was carried by a 4-0 vote.

7. Old Business

a) Introduction of New Employees

Ms. Bridge, Mr. Estocin, and Mr. Archuleta introduced new and recently promoted employees.

b) AHA Energy Upgrade Audit Presentation (Chris Jedd, Denver Housing Authority)

Mr. Jedd presented on the work that Denver Housing Authority is doing to perform an Energy Upgrade Audit for AHA and addressed questions from Members of the Board.

c) Member McHard moved to meet in Closed Session under §10-15-1 (H)(2) NMSA 1978 at 12:07 p.m. to discuss strategy for threatened or pending litigation in which the public body is or may become a participant (including case # D-202-CV-201309848). The motion was seconded by Member Clarke and carried by a 4-0 roll call vote. All Board members present recessed to Ms. Bridge's office to receive legal advice from Mr. John Dubois, Assistant City Attorney.

The Board then re-convened in open session at 12:16 p.m. Chairperson Vogel announced that no votes were taken during the Closed Session and the only matter discussed during the closed session was pending litigation involving AHA. And no motions were made by any members during the closed session. Chairperson Vogel then asked if any Board Members wanted to make a motion based on the discussion and no motions were offered.

8. New Business

There were no items of New Business.

9. Other Business

The Board members then discussed when to have the next Regular Meeting of the Board. Regular Meetings of the Board are traditionally held on the 3rd Wednesday of the month at 12 Noon at the AHA administrative office, unless otherwise noted. The Board then voted 4 to 0 to move the regular meeting date from Wednesday, June 17, 2015 to Monday, June 29, 2015, to accommodate the scheduling needs (availability) of Board members, so that they could all attend the next meeting, to vote on the annual operating budget of AHA.

The next Regular Meeting of the Board will be on Monday, June 29, 2015 at 12 noon 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. Adjournment

There being no further business to be brought before the Board, Member Clarke moved to adjourn the meeting at 1:55 p.m.; seconded by Member McHard. The motion was carried by a 4-0 vote.

SUBMITTED:

Ms. Linda Bridge, Secretary to the Board
Date: June 29, 2015

READ AND APPROVED:

Mr. Todd Clarke, Vice Chairperson of the Board