Minutes of the AHA Board of Housing Commissioners

Regular Meeting
Wednesday, September 16, 2015
Carnis Salisbury Building
1840 University Blvd. SE, Albuquerque, NM 87106

1. Call to Order

The meeting was called to order at 12:01 p.m. (MDT) on September 16, 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. Rebecca Chavez, Resident Commissioner
Ms. Janet McHard, Commissioner at Large
A quorum was present.

AHABHC MEMBERS ABSENT

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

STAFF PRESENT

Mr. Matthew Archuleta, Public Housing Program Manager, AHA
Mr. Thomas Austad, Interim Paralegal, AHA
Ms. Loretta Baca, Housing Quality Compliance Inspector, AHA
Mr. Matt Bailon, Assistant Manager for Public Housing, AHA
Mr. Michael Benavidez, Housing Quality Compliance Inspector, AHA
Ms. Mundy Boen, Executive Assistant, AHA
Ms. Linda Bridge, Executive Director, AHA
Mr. Brian Eagan, Attorney, AHA
Mr. Marcos Espinosa, Information Systems Manager, AHA
Mr. Adam Espinoza, Section 8 Housing Specialist, AHA
Mr. Andrew Estocin, Deputy Director, AHA
Ms. Vivian Gabaldon, Sr. Accounting Technician, AHA
Ms. Lisa Garduno, Sr. Accounting Technician, AHA
Ms. Helen Lopez, Accountant, AHA
Ms. Esther Lucero, Section 8 Program Manager, AHA
Mr. Raymond Murrietta, Procurement Technician Warehouse, AHA
Ms. Kassandra Romero, Section 8 Housing Specialist, AHA
Mr. Elias Salas, Housing Quality Compliance Inspector, AHA
Ms. Anita Sanchez-Triviso, Human Resources Director, AHA
Mr. Chris Willett, Accounting Manager, AHA

3. **Approval of Minutes**
Board of Housing Commissioners regular meeting August 19, 2015.

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

4. **Public Comment**
There were no Public Comments.

5. **Consent Agenda**
There were no Consent Agenda items.

6. **Resolutions and Communications**

a) Report of the Secretary (Executive Director Linda Bridge, Deputy Director Andrew Estocin)

Ms. Bridge and Mr. Estocin presented the AHA August/September 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 McHard moved to accept receipt of the Report; seconded by Member Chavez. The motion was carried by a 4-0 vote.

b) Financial Report (Executive Director Linda Bridge)

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

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

c) Resolution 2015-17 Write-Off of Uncollectible Accounts Receivable (Deputy Director Andrew Estocin)

Mr. Estocin presented "Resolution 2015-17 Write-Off of Uncollectible Accounts Receivable" and addressed questions from Members of the Board.

Member Clarke moved to adopt "Resolution 2015-17 Write-Off of Uncollectible Accounts Receivable"; seconded by Member McHard. The motion was carried by a 4-0 vote.

d) The Board is going to meet in Closed Session under §10-15-1 (H)(2) NMSA 1978 to discuss a limited personnel matter, Executive Director annual review and compensation.

Member McHard moved to meet in Closed Session under §10-15-1 (H)(2) NMSA 1978 at 12:35 p.m. to discuss a limited personnel matter, Executive Director compensation. The

motion was seconded by Member Clarke and carried by a 4-0 roll call vote. All Board members present voted yes on the motion. All Board members present then recessed to meet in closed session in Linda's office to discuss this matter.

e) Re- Convene in Open Session; to vote in public on action items, if any.

The Board re-convened in open session at 1:20 p.m. and Chairperson Vogel announced there were no votes taken during the Closed Session and the only business discussed in Closed Session was annual job performance evaluation of Executive Director Linda Bridge. No motions were made by any members during the closed session.

f) Resolution 2015-18 Amendment #3 to Employment Agreement between AHA and Linda Bridge (AHA Attorney Brian Eagan)

Member McHard made a motion to amend "Resolution 2015-18 Amendment #3 to Employment Agreement between AHA and Linda Bridge" by filling in the amounts to reflect a 1% raise effective October 1, 2015 and a one-time incentive compensation award in the amount of $3,900; seconded by Member Chavez. The motion was carried by a 3-1 vote. (For: Vogel, McHard, Chavez; Against: Clarke).

Member McHard moved to adopt amended "Resolution 2015-18 Amendment #3 to Employment Agreement between AHA and Linda Bridge"; seconded by Member Chavez. The motion was carried by a 3-1 vote. (For: Vogel, McHard, Chavez; Against: Clarke).

Member Chavez departed at 1:22 p.m.

Member Clarke explained his vote against "Resolution 2015-18 Amendment #3 to Employment Agreement between AHA and Linda Bridge" was not because he was against her receiving a raise, but rather, he felt that the raise was insufficient and inadequately reflected the hard work and leadership during the transition of AHA from the City of Albuquerque and the improvements AHA has made in the past two years and that the board lacked the tool necessary to provide for a one-time bonus or increase.

Board Member Clarke recommended this be revisited in a future board meeting with the idea of having an HR Ombudsman represent the Executive Director's position.

7. Old Business

There were no items of Old Business.

8. New Business

Introduction of New Employees – Ms. Baca introduced new employees.

9. Other Business

The next scheduled Regular Meeting of the Board will be on October 21, 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 1:35 p.m.; seconded by Member McHard. The motion was carried by a 3-0 vote.

SUBMITTED:

Ms. Linda Bridge, Secretary to the Board
Board
Date: October 21, 2015

READ AND APPROVED:

Mr. Stephen J. Vogel, Chairperson of the