Minutes of the AHA Board of Housing Commissioners

Regular Meeting
Wednesday, August 18, 2021 at 12:00 p.m. (MT)
Manuel Cordova Conference Room (#186) & Zoom Video Conference
Special Procedures were used for joining this meeting

1. Call to Order

The meeting was called to order at 12:02 p.m. (MT) on August 18, 2021. Chairperson Robinson presided. The Board met in the Manuel Cordova Conference Room and via Zoom in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT
Ms. Rebecca Robinson, Chairperson
Ms. Roxanne Rivera-Wiest, Vice Chairperson
Ms. Maurreen Skowran, Commissioner at Large, via zoom
Ms. Yvette Nunez, Commissioner at Large, via zoom

AHABHC MEMBERS NOT PRESENT
Ms. Lovie McGee, Commissioner at Large, Excused

VISITORS
Ms. Delhia Reynolds, via video conference
Ms. Janely Sandoval, via video conference
Mr. Isaac Padilla, Director of Policy, Office of Mayor Tim Keller

STAFF PRESENT
Mr. Matthew Archuleta, Public Housing Program Manager, via video conference
Ms. Linda Bridge, Executive Director
Ms. Tabitha Cain, Sr. Accounting Technician - PH, via video conference
Ms. Barbara D'Onofrio, Finance Director
Mr. Brian Eagan, Attorney
Mr. Dan Foster Housing Development Director
Ms. Thea Guerin, Deputy Director
Ms. Esther Lucero, Section 8 Program Manager
Ms. Carolyn Montoya, Senior Office Assistant - Admin, via video conference
Ms. Mundy Petroff, Executive Assistant, via video conference
Ms. Savannah Saiz, Resident Services Assistant, via video conference
Mr. Fred Shendo, Accounting Manager, via video conference

3. Approval of Minutes

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Member Rivera-Wiest moved to approve the minutes; seconded by Member Skowran. The motion carried by a 4-0 vote.

4. Public Comment

There was no public comment.

5. Consent Agenda

There were no consent agenda items.

6. Resolutions and Communications

a) Report of the Secretary (Executive Director Linda Bridge, Deputy Director Thea Guerin, and Housing Development Director Dan Foster)

Ms. Bridge and Ms. Guerin presented the July/August 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 Rivera-Wiest moved to accept receipt of the Report; seconded by Member Skowran. The motion was carried by a 4-0 vote.

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

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

Member Rivera-Wiest moved to approve the Report; seconded by Member Skowran. The motion was carried by a 4-0 vote.

c) Resolution 2021-17 Adoption of the Revised FY2022 Section 8 HCV Administrative Plan (Deputy Director Thea Guerin)

Ms. Guerin presented 'Resolution 2021-17 Adoption of the Revised FY2022 Section 8 HCV Administrative Plan' and addressed questions from Members of the Board.

Member Rivera-Wiest moved to approve 'Resolution 2021-17 Adoption of the Revised FY2022 Section 8 HCV Administrative Plan'; seconded by Member Skowran. The motion was carried by a 4-0 vote.

d) Executive Communication 2021-02 Request for Approval of Increase in Maximum Initial Construction Amount - 6100 Harper (Housing Development Director Dan Foster)

Mr. Foster presented 'Executive Communication 2021-02 Request for Approval of Increase in Maximum Initial Construction Amount - 6100 Harper' and addressed questions from Members of the Board.

Member Rivera-Wiest moved to adopt 'Executive Communication 2021-02 Request for Approval of Increase in Maximum Initial Construction Amount - 6100 Harper'; seconded by Member Skowran. The motion was carried by a 4-0 vote.

e) Fiscal Year 2021 AHA Action/Department Plans Review (Deputy Director Thea Guerin)

Ms. Guerin presented 'Fiscal Year 2021 AHA Action/Department Plans Review' and addressed questions from Members of the Board.

Member Rivera-Wiest moved to accept receipt 'Fiscal Year 2021 AHA Action/Department Plans Review'; seconded by Member Nunez. The motion was carried by a 4-0 vote.

7. New Business

a) Discussion of Updated Housing Development Plan

Mr. Foster presented the 'Updated Housing Development Plan and answered questions from the board.

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

b) 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 Rivera-Wiest moved 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. The motion was seconded by Member Nunez and carried by a 4-0 roll call vote. All Board members recessed to discuss this matter.

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

The Board re-convened in open session at 2:07 p.m. Chairperson Robinson announced there were no votes taken during the Closed Session and the only business discussed in Closed Session was the annual job performance evaluation of Executive Director Linda Bridge. No motions were made by any members during the closed session.

Member Skowran departed at 1:45 p.m.

Member Rivera-Wiest provided guidance to staff with the proposed salary increase numbers to allow staff to draft a proposed Resolution about Executive Director annual review and compensation, for consideration at a future meeting of the Board.

8. Old Business

There was no old business.

9. Other Business

The next scheduled Regular Meeting of the Board will be on Wednesday, September 15, 2021, at 12:00 p.m. The meeting will be held in person at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM, and the public will have the option to attend in person or by video conference.

10. Announcements

AHA is accepting new pre-applications (online only) for our Project Based Voucher (PBV) program. Apply online at website, www.abqha.org

Careers at AHA! – Please encourage folks who are looking for work to apply online for AHA employment opportunities – see current openings on www.abqha.org

AHA offices will be closed on Monday, September 6, 2021 to celebrate Labor Day!

11. Adjournment

There being no further business to be brought before the Board, Member Rivera-Wiest moved to adjourn the meeting at 2:10 p.m.; seconded by Member Nunez. The motion was carried by a 3-0 vote.

SUBMITTED:

/s Linda Bridge
Linda Bridge, Secretary to the Board
Date: September 15, 2021

READ AND APPROVED:

/s Rebecca Robinson
Rebecca Robinson, Chairperson of the Board