Minutes of the AHA Board of Housing Commissioners

Regular Meeting

July 19, 2023 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 12:03 p.m. (MT) on July 19, 2023. Chairperson Skowran presided. The Board met via Zoom and in-person in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT
Ms. Maurreen Skowran, Chairperson, via Zoom
Ms. Rebecca Robinson, Vice-Chairperson
Ms. Rayellen Smith, Commissioner at Large

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

STAFF PRESENT
Ms. Magda Apodaca, Property Management Assistant
Mr. Arthur Aragon, Maintenance
Mr. Matthew Archuleta, Public Housing Program Manager
Mr. Matt Bailon, Operations Manager
Ms. Linda Bridge, Executive Director
Ms. Tabitha Cain, Accounting Technician - PH
Ms. Barbara D'Onofrio, Finance Director
Mr. Brian Eagan, Attorney
Mr. Dan Foster, Housing Development Director
Mr. Sam Garcia, Public Housing Inspections & Quality Control
Ms. Thea Guerin, Deputy Director
Ms. Charlene McGinnis, Housing Voucher Program Manager
Ms. Mundy Petroff, Executive Assistant
Mr. Fred Shendo, Accounting Manager
Ms. Rocio Solis Sinche, Procurement Officer
Mr. Chanse Trujillo, Sr. Housing Quality Compliance Inspector
Ms. Shawn Watson, Housing Development Associate

VISITORS
Ms. Cecilia Webb, City of Albuquerque Mayor's Office
Mr. Isaac Padilla, City of Albuquerque Mayor's Office

3. Announcement

City of Albuquerque Executive Communication (EC) 2023-304: Ms. Rayellen Smith has been appointed to serve on the AHA Board of Housing Commissioners by Mayor Tim Keller. On June 21, 2023, the Albuquerque City Council voted 8 to 0 to confirm her nomination (see EC 2023-304.)

4. Administration of the Oath of Office

Oath of Office was administered by Mr. Eagan; Ms. Rayellen Smith recited the Oath of Office. Her first term of office ends on December 1, 2025.

5. Presentation

a) Acknowledgement of AHA Core Value Employees

Ms. Bridge introduced the AHA Core Value Employees for 2022; Mr. Arthur Aragon, Ms. Tabitha Cain, Mr. Sam Garcia, and Mr. Chanse Trujillo as well as AHA's First Quarter Core Value Employee for 2023: Ms. Magda Apodaca.

6. Approval of Minutes

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Member Robinson moved to approve the minutes; seconded by Member Smith. The motion carried by a 3-0 vote.

7. Public Comment

There were no public comments.

8. Consent Agenda

There were no consent agenda items.

9. 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 May/June update 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.

Member Robinson moved to accept receipt of the Report; seconded by Member Smith. The motion was carried by a 3-0 vote.

b) Quarterly CBDG Report (Housing Development Director Dan Foster)

Mr. Foster presented 'Quarterly CBDG Report' and addressed questions from the Board.

Member Robinson moved to accept receipt and authorize Ms. Bridge to sign the 'Quarterly CBDG Report'; seconded by Member Smith. The motion was carried by a 3-0 vote.

c) Quarterly HQS Liaison Report (Deputy Director Thea Guerin)

Ms. Guerin presented 'Quarterly HQS Liaison Report' and addressed questions from the Board.

Member Robinson moved to accept receipt and authorize Ms. Bridge to sign the 'Quarterly HQS Liaison Report'; seconded by Member Smith. The motion was carried by a 3-0 vote.

d) Quarterly Tenant Search Report (Deputy Director Thea Guerin)

Ms. Guerin presented 'Quarterly Tenant Search Report' and addressed questions from the Board.

Member Robinson moved to accept receipt and authorize Ms. Bridge to sign the 'Quarterly Tenant Search Report'; seconded by Member Smith. The motion was carried by a 3-0 vote.

e) Executive Communication 2023-10 Project Based Voucher Contract Award July 2023 (Housing Development Associate Shawn Watson)

Ms. Watson presented 'Executive Communication 2023-10 Project Based Voucher Contract Award July 2023' and addressed questions from the Board.

Member Robinson moved to approve 'Executive Communication 10 Project Based Voucher Contract Award July 2023'; seconded by Member Smith. The motion was carried by a 3-0 vote.

10. New Business

There was no new business.

11. Old Business

There was no old business.

12. Other Business

There was no other business.

13. Announcements

The next scheduled Regular Meeting of the Board will be on Wednesday, August 16, 2023, 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.

14. Adjournment

There being no further business to be brought before the Board, Member Robinson moved to adjourn the meeting at 1:11 p.m.; seconded by Member Smith. The motion was carried by a 3-0 vote.

SUBMITTED:

/s Linda Bridge
Linda Bridge, Secretary to the Board
Date: August 16, 2023

READ AND APPROVED:

/s Maurreen Skowran
Maurreen Skowran, Chairperson of the Board