Minutes of the AHA Board of Housing Commissioners

Regular Meeting

October 18, 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 12:00 p.m. (MT) on October 18, 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
Mr. Lence Jorgensen, Commissioner at Large, via Zoom

AHABHC MEMBERS NOT PRESENT

Ms. Lovie McGee, Commissioner at Large

STAFF PRESENT

Ms. Linda Bridge, Executive Director
Ms. Venessa Burk, Procurement Specialist
Ms. Tabitha Cain, Accounting Technician – PH
Mr. Brian Eagan, Attorney
Mr. Eric Feng, Accountant
Ms. Thea Guerin, Deputy Director
Ms. Carolyn Montoya, Senior Office Assistant – Admin
Mr. Fred Shendo, Accounting Manager
Ms. Rocio Solis Sinche, Procurement Officer
Ms. Shawn Watson, Housing Development Associate

3. Approval of Minutes

Board of Housing Commissioners Meeting September 20, 2023

Member Robinson moved to approve the minutes; seconded by Member Smith. The motion carried by a 4-0 vote.

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 Thea Guerin, and Housing Development Associate Shawn Watson)

Ms. Bridge and Ms. Guerin presented the September/October update Report of the Secretary and the Albuquerque Housing Authority Production Snapshot Report, Ms. Watson 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 4-0 vote.

b) Quarterly CBDG Report (Executive Director Linda Bridge)

Ms. Bridge presented 'Quarterly CBDG Report' and addressed questions from the Board.

Member Smith moved to accept receipt and authorize Ms. Bridge to sign the 'Quarterly CBDG Report'; seconded by Member Robinson. The motion was carried by a 4-0 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. Guerin to sign the 'Quarterly HQS Liaison Report'; seconded by Member Smith. The motion was carried by a 3-0-1 vote (For: Skowran, Robinson, Smith; Abstain: Jorgensen).

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 4-0 vote.

e) Resolution 2023-13 2024 Section 8 Housing Choice Voucher (HCV) Program Payment Standards (Deputy Director Thea Guerin & Sr. Housing Quality Compliance Inspector Chanse Trujillo)

Ms. Guerin presented 'Resolution 2023-13 2024 Section 8 Housing Choice Voucher (HCV) Program Payment Standards' and addressed questions from the Board.

Member Smith moved to adopt 'Resolution 2023-13 2024 Section 8 Housing Choice Voucher (HCV) Program Payment Standards'; seconded by Member Robinson. The motion was carried by a 3-0-1 vote (For: Skowran, Robinson, Smith; Abstain: Jorgensen).

f) Resolution 2023-14 2024 Section 8 Housing Choice Voucher (HCV) Program Utility Allowance Schedule (Deputy Director Thea Guerin & Sr. Housing Quality Compliance Inspector Chanse Trujillo)

Ms. Guerin presented 'Resolution 2023-14 2024 Section 8 Housing Choice Voucher (HCV) Program Utility Allowance Schedule' and addressed questions from the Board.

Member Robinson moved to adopt 'Resolution 2023-14 2024 Section 8 Housing Choice Voucher (HCV) Program Utility Allowance Schedule'; seconded by Member Smith. The motion was carried by a 3-0-1 vote (For: Skowran, Robinson, Smith; Abstain: Jorgensen).

g) Resolution 2023-15 Celebrate Housing America Month (Attorney Brian Eagan)

Mr. Eagan presented 'Resolution 2023-15 Celebrate Housing America Month' and addressed questions from the Board.

Member Jorgensen moved to adopt 'Resolution 2023-15 Celebrate Housing America Month'; seconded by Member Smith. The motion was carried by a 4-0 vote.

h) Executive Communication 2023-12 Increase Blanket Purchase Order (BPO) – on Intergovernmental Purchasing Agreement (IGA) #2402 with TLC Company Inc. , for On-Call HVAC & Plumbing Services (Housing Development Associate Shawn Watson)

Ms. Watson presented 'Executive Communication 2023-12 Increase Blanket Purchase Order (BPO) – on Intergovernmental Purchasing Agreement (IGA) #2402 with TLC Company Inc, for On-Call HVAC & Plumbing Services' and addressed questions from the Board.

Member Robinson moved to adopt 'Executive Communication 2023-12 Increase Blanket Purchase Order (BPO) – on Intergovernmental Purchasing Agreement (IGA)#2402 with TLC Company Inc. , for On-Call HVAC & Plumbing Services'; seconded by Member Smith. The motion was carried by a 4-0 vote.

i) Executive Communication 2023-13 Fiscal Year 2024 AHA Action Plan (Deputy Director Thea Guerin)

Ms. Guerin presented 'Executive Communication 2023-13 Fiscal Year 2024 AHA Action Plan' and addressed questions from the Board.

Member Jorgensen moved to adopt 'Executive Communication 2023-113 Fiscal Year 2024 AHA Action Plan'; seconded by Member Robinson. The motion was carried by a 4-0 vote.

7. New Business

There was no new business.

8. Old Business

There was no old business.

9. Other Business

There was no other business.

10. Announcements

Local Election Day is Tuesday, November 7, 2023 – please vote

AHA offices will be closed on Friday, November 10, 2023 in observance of Veterans Day

The next scheduled Regular Meeting of the Board will be on Wednesday, November 15, 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.

11. Adjournment

There being no further business to be brought before the Board, Member Skowran moved to adjourn the meeting at 1:14 p.m.; seconded by Member Smith. The motion was carried by a 4-0 vote.

SUBMITTED:

/s Linda Bridge
Linda Bridge, Secretary to the Board
Date: November 15, 2023

READ AND APPROVED:

/s Maurreen Skowran
Maurreen Skowran, Chairperson of the Board