

**MINUTES OF THE ANNUAL AND REGULAR MEETING AND PUBLIC HEARING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF EAST BATON ROUGE PARISH
CENTRAL OFFICE, 4731 NORTH BOULEVARD
Monday, January 29, 2018 @ 12:00 PM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Annual and Regular Session on Monday, January 29, 2018 at 12:00 PM in the Central Office, located at 4731 North Boulevard, Baton Rouge, Louisiana.

MEETING CALLED TO ORDER

Invocation: Commissioner Sterling

Pledge of Allegiance

ROLL CALL:

Members Present:

**Commissioner Chris Brown
Commissioner Lamiesa Bonton
Commissioner Tyra Sterling
Commissioner Al Barron
Commissioner Dianna Payton
Commissioner Christopher Odinet**

Members Absent:

Commissioner Tommie Gipson, Jr.

QUORUM PRESENT

PUBLIC COMMENT PERIOD:

~~Commissioner Payton asked if there were any public comments to be made. None were voiced.
Public comment period ended.~~

AGENDA ITEM NUMBER 1: APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE EAST BATON ROUGE PARISH HOUSING AUTHORITY HELD NOVEMBER 17, 2017.

Motion was made by Commissioner Barron to approve the minutes for the regular meeting of the East Baton Rouge Parish Housing Authority held on November 17, 2017 and Commissioner

Brown seconded the motion. No further discussion was made. No opposition was noted. Motion passed.

AGENDA ITEM NUMBER 2: APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE EAST BATON ROUGE PARISH HOUSING AUTHORITY HELD DECEMBER 14, 2017.

Quorum was not present at the December 14, 2017 Board of Commissioners meeting. Motion was made by Commissioner Bonton to approve the minutes for the committee meeting of the East Baton Rouge Parish Housing Authority held on December 14, 2017 and Commissioner Brown seconded the motion. No further discussion was made. No opposition was noted. Motion passed.

AGENDA ITEM NUMBER 3: APPROVAL OF GENERAL DEPOSITORY AGREEMENT BETWEEN THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND THE EAST BATON ROUGE PARISH HOUSING AUTHORITY. SEE RESOLUTION NUMBER 2018-05.

Mrs. Bayham stated that the general depository agreement was in the board packet. This was a requirement of the Housing Authority through HUD. The one that they had in hand was an updated version of the one from 2006. There was a slight language change. It did give HUD access to their accounts if they ever wanted to freeze their monies. Also, interest bearing accounts were mentioned. However, the accounts that were set up through their bank were public funds, so they could not be interest bearing. The fact that there was a more updated version of the depository agreement is what spurred the decision to approve the use of the new agreement. Commissioner Payton asked if there were any questions. None were voiced.

Motion was made by Commissioner Brown to approve the general depository agreement between the U.S. Department of Housing and Urban Development and the East Baton Rouge Parish Housing Authority and Commissioner Odinet seconded the motion. No further discussion was made. No opposition was noted. Motion passed.

AGENDA ITEM NUMBER 4: APPOINTMENT OF (___TBD___) TO FILL THE UN-EXPIRED TERM OF TOMMIE N. GIPSON, JR. FROM APRIL 25, 2015 THROUGH APRIL 24, 2018. SEE RESOLUTION NUMBER 2018-06.

Motion was made by Commissioner Odinet to appoint himself to fill the un-expired term of Tommie N. Gipson, Jr. from April 25, 2015 through April 24, 2018 and Commissioner Payton seconded the motion. No further discussion was made. No opposition was noted. Motion passed.

AGENDA ITEM NUMBER 5: ELECTION OF OFFICERS FOR THE BOARD OF COMMISSIONERS FOR THE EAST BATON ROUGE PARISH HOUSING AUTHORITY FOR THE TERM BEGINNING JANUARY 11, 2018 AND ENDING JANUARY 11, 2019.

Commissioner Odinet nominated Commissioner Payton as chair, Commissioner Barron as vice chair, and Commissioner Sterling as second vice chair. He requested that they vote on them as a group. Commissioner Payton asked if there were any additional nominations. None were voiced. Nominations were closed.

The board voted to accept the nominations as listed above. No motion or second was required per legal. No further discussion was made. No opposition was noted.

ELECTION OF NOMINATED OFFICERS PASSED.

~~**AGENDA ITEM NUMBER 6: PRESENTATION OF THE CHIEF EXECUTIVE OFFICER'S REPORT.**~~

Mr. Murray presented his report. He stated that Shawn Garland Hicks with Integral Development would no longer be working with them on the Ardenwood, Cypress at Gardere, and the RAD application. Mrs. Hicks will transition out of the projects. Representatives from Integral would be down tomorrow to recalibrate the projects at hand and introduce the housing authority's new lead contact, Trey Williams. He had been with their company for ten years.

Commissioner Payton asked about the timeline for the letter of interest that had been submitted and once approved the timeline for the project conversion.

Mr. Murray stated that the letter of interest basically put them on a waiting list. It was submitted around October 2017 and there was usually a quick turn around on it. Congress would have to extend the number of units allowed under RAD before additional movement is made on the waiting list. He was not sure on the project conversion plan/timeline, but he thought that it was around a five-year span.

He stated also that he would be sending out the information on the annual conference in Washington to all the commissioners. He asked if anyone was interested to let him know so that arrangements could be made for them to attend.

Mr. Murray moved on to discuss the resignation of Mr. Tommie Gipson, Jr. and the commissioners requesting re-appointment. There was some discussion regarding the process of commissioner evaluation and re-appointment. It was felt that Mr. Murray did not handle the process correctly in notifying the appropriate people at the beginning of the year of Commissioner Odinet's attendance requirements.

~~Mr. Murray stated that he had emailed Commissioner Payton the annual attendance report for the EBRPHA in December 2017 and he would be glad to present that to the board or to Commissioner Payton at any time. He further stated that he submits the EBRPHA Annual Attendance generally the first working day of January of the New Year for the previous calendar year.~~

Commissioner Payton stated that she had not received the email.

Commissioner Sterling questioned why the director should submit the annual attendance report versus the board.

Mr. Murray noted that he had always submitted the annual attendance report in accordance with City Parish requirements.

~~Brandon DeCuir noted that the City Parish rules required the agency Director to submit the annual attendance report to the Council Administrator's Office before the February deadline.~~

~~Commissioner Payton clarified that in the future as a courtesy that any notifications sent to commissioners who had not met requirements should also be sent to the board chair as well.~~

The next scheduled meeting would be February 8, 2018. This concluded the presentation of the chief executive officer's report.

AGENDA ITEM NUMBER 7: PRESENTATION OF THE DEPARTMENTAL REPORTS.

~~Capital Improvement – Mr. Jeremy Credeur presented his report. He stated that project on Wayne Street was complete. The punch list items were being taken care of right now. The roofing repairs at the Monte Sano Community Building had been completed. The design work was complete on the last two projects. The bid date for the Turner project was the 15th and the bid date for the tree removal was for February 8th. This concluded the presentation of his report.~~

~~Section 8 – Mrs. Doris Mejia presented her report. She stated that the waiting list for River South would be opening this Friday. She stated there was nothing else to update on that was not in the packet. This concluded the presentation of her report.~~

~~Human Resources – Mrs. Andrea Dixon presented her report. She did not have much to report on outside the positions listed to be filled. They did have a pending offer for a housing specialist position which meant that they should have someone hired in the next couple of weeks. All classified employees received a 2% increase in pay. This concluded the presentation of her report.~~

Commissioners questioned whether all employees received the pay increase.

Mrs. Dixon stated yes.

~~Mr. Murray noted that over the years, the EBRPHA and Partners have been consistent with following the pay increases with both the classified and unclassified employee, even though the agency is not required to give unclassified employee pay increases under the Civil Service rules.~~

Public Housing – Mr. Michael Stewart presented his report. He stated that they had only had four cases where the damage from the weather was substantial. They had completed their inspections. They had three of their AMPs inspected. All of them scored in the nineties which meant that their inspections were good for the next three years. They were very proud of the scores. This concluded the presentation of his report.

Finance – Mrs. Melonie Bayham presented her report. She reviewed different budget items listed in the reports. They were expecting reductions and had altered the budget to reflect that. Discussion ensued on various items in the budget. This concluded the presentation of her report.

**AGENDA ITEM NUMBER 8: PRESENTATION OF PARTNERS
SOUTHEAST REPORT.**

Mr. Daniels presented his report. Discussion ensued regarding the recent tax reform and its effect on tax credits and the housing authority. It was still as yet undetermined the complete effect it would have. He reviewed a few more items in the report and then concluded his presentation.

**AGENDA ITEM NUMBER 9: APPROVAL OF THE REVISIONS TO
CHAPTER 17 TO THE ADMINISTRATIVE PLANS FOR THE HOUSING
CHOICE VOUCHER SECTION 8 FOR THE EAST BATON ROUGE
PARISH HOUSING AUTHORITY EFFECTIVE FEBRUARY 1, 2018. SEE
RESOLUTION NUMBER 2018-07.**

Mrs. Doris Mejia reviewed the changes to the administrative plans for the housing choice voucher Section 8. The reason for changes was because River South had some requirements that Autumn, Willow, and Roosevelt did not.

Commissioner Payton asked if there were any other questions.

Motion was made by Commissioner Odinet to approve the revisions to the administrative plans for the housing choice voucher Section 8 and Commissioner Barron seconded the motion. No further discussion was made. No opposition was noted. Motion passed.

**AGENDA ITEM NUMBER 10: DISCUSSION REGARDING THE
FORMATION OF A SEARCH COMMITTEE.**

~~Commissioner Payton wanted to be transparent. She had looked at functional agencies with experience and suggested that they could offer help to them. She gave several recommendations for the search committee including a representative from the Louisiana Housing Corporation, Mr. Daryl Gissell from the Mayor's office due to his background in housing, an appointee from the RDA, the chair from the Partners board, and a representative from the housing authority.~~

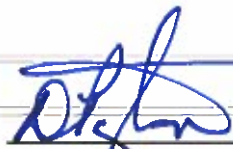
Several commissioners gave suggestions of different organizations. It was decided that anyone who had recommendations could turn those in and they would be presented to the board for election at an upcoming meeting. It was noted that UREC, the Growth Coalition, Banking Industry, and CPEX serve on the director's search committee.

Commissioner Odinet stated that the housing authority should recruit someone who can partner with other organizations and can develop mixed income properties.

~~At this time, Commissioner Payton adjourned the meeting.~~

MEETING ADJOURNED.

APPROVED:



**Dianna Payton
Chair**



**Richard L. Murray
Secretary/Chief Executive Officer**