

**MINUTES OF THE ANNUAL MEETING AND PUBLIC HEARING OF THE
BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF EAST
BATON ROUGE PARISH**

**CENTRAL OFFICE, 4731 NORTH BOULEVARD
BATON ROUGE, LOUISIANA**

Thursday, April 12, 2018 @ 12:00 PM

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Regular Session on Thursday, April 12, 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 Al Barron
Commissioner Dianna Payton
Commissioner Tyra Sterling**

Members Absent:

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 ANNUAL AND REGULAR MEETING OF THE EAST BATON ROUGE PARISH HOUSING AUTHORITY HELD MARCH 8, 2018.

Motion was made by Commissioner Barron to approve the minutes for the regular meeting held on March 8, 2018 and Commissioner Bonton seconded the motion. No abstentions or oppositions were noted. No further discussion was made. **MOTION PASSED.**

AGENDA ITEM NUMBER 2: APPROVAL OF A CONTRACT BETWEEN BDS CONSTRUCTION AND THE EAST BATON ROUGE PARISH HOUSING AUTHORITY FOR LOCALIZED REPAIRS TO CLARKSDALE APARTMENTS, SCOTLAND VILLA APARTMENTS, AND CAPITAL SQUARE APARTMENTS LOCATED IN BATON ROUGE, EAST BATON ROUGE, EAST BATON ROUGE PARISH, LOUISIANA IN THE AMOUNT ONE HUNDRED SIXTY-NINE THOUSAND DOLLARS (\$169,000). SEE RESOLUTION NUMBER 2018-11.

Mr. Jeremy Credeur stated that they were seeking approval for this contract with BDS Construction to make necessary repairs which were caused by water damage and frozen pipes. They had received five bids and were able to come in under budget.

Motion was made by Commissioner Sterling to approve the contract between BDS Construction and the East Baton Rouge Parish Housing Authority and Commissioner Barron seconded the motion. No abstentions or oppositions were noted. No further discussion was made. **MOTION PASSED.**

AGENDA ITEM NUMBER 3: APPROVING THE ACCEPTANCE OF THE INDEPENDENT AUDIT FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2017 FOR THE EAST BATON ROUGE PARISH HOUSING AUTHORITY. SEE RESOLUTION NUMBER 2018-12.

Mrs. Bayham introduced Mike Lamb who worked with the former Yeager and Boyd and now currently Aprio. He was participating in the meeting via video. He would be presenting the audit on behalf of his company. He presented and reviewed the audit with the board. There were no findings. He fielded a few questions that were explained.

Commissioners Payton asked Mr. Lamb of the threshold for the EBRPHA audit before something is reported in the audit.

Mr. Lamb stated the threshold for the EBRPHA was \$220,000.

~~Commissioner Payton asked if there were any other questions. None were voiced.~~

Motion was made by Commissioner Barron to approve the acceptance of the independent audit for the fiscal year ending on September 30, 2017 and Commissioner Brown seconded the motion. No abstentions or oppositions were noted. No further discussion was made. **MOTION PASSED.**

AGENDA ITEM NUMBER 4: PRESENTATION OF THE AUDIT REPORT ON EXAMINATION OF FINANCIAL STATEMENT AND SUPPLEMENTAL DATA FOR FISCAL YEAR ENDING SEPTEMBER 30, 2017 FOR PARTNERS-FOR-PROGRESS, INCORPORATED, A COMPONENT UNIT OF THE EAST BATON ROUGE PARISH HOUSING AUTHORITY.

Presentation was made within the previous agenda item before it was approved. No further presentation was made.

AGENDA ITEM NUMBER 5: INTRODUCTION BY THE INTEGRAL DEVELOPMENT, LLC, DEVELOPER FOR THE EAST BATON ROUGE PARISH HOUSING AUTHORITY, OF THE NEW INTEGRAL DEVELOPMENT STAFF PERSON ASSIGNED TO EBRPHA PROJECTS.

Mr. Darryl Jones expressed his appreciation for their partnership and was looking forward to the future endeavors they would handle together. They were replacing the lead on the project, Shawn Garland Hicks to Trey Williams. He was currently the Vice President of Operations. He had been with the Integral for 14 years.

Mr. Williams gave a brief career history on himself. He also expressed his excitement over the partnership with the housing authority.

~~Commissioner Payton added that the board was willing to do anything they could to assist in whatever way they could.~~

Commissioner Barron expressed concern about the lack of updates in the past. He didn't want Integral to wait until the next time they were actually at a meeting for the board to receive updates on the progression of particular projects.

Mr. Williams agreed that there should be more communication with the board even though it was going to take him some time to get all the details in place. He had already scheduled a trip down to meet with the construction team.

Commissioner Brown along with the other board members welcomed Mr. Williams to their team.

This concluded the introduction of Mr. Williams, the new developer staff person with Integral.

~~**AGENDA ITEM NUMBER 6: PRESENTATION BY OTEY WHITE AND ASSOCIATES, PUBLIC RELATIONS AND MEDIA SERVICE FIRM FOR THE EAST BATON ROUGE PARISH HOUSING AUTHORITY.**~~

Mr. Murray introduced Mr. Otey White and Associates, Public Relations and Media Services firm for the East Baton Rouge Parish Housing Authority.

Mr. White felt honored to have been chosen to fill this position. He was there to share with the board their public relations and media plan and to explain details behind it. He ran through campaign goals. Their team wanted to create positive brand awareness and increase visibility of the operation. He had already seen amazing things that he did not feel the public was aware of.

He desired to make the public aware of the successful projects in recent and past times. He also wanted to clarify the roles of the agency as good stewards of public funds. They were going to be talking to focus groups, stakeholders, and contractors to make sure they had a firm grasp of what these key groups thought and what their expectations and perceptions were. Logo and graphic designs would also be explored as well as distribution of annual reports, branding, brochures and possibly a re-work of the website and logo. He reviewed the specialties of different groups of individuals within the team. He stated that he intended to pull together the message the agency wished to portray. He continued to present details regarding the public relation plan. He reviewed the timeline of the plan listed in the PowerPoint. This information had also been provided to the board. More discussion ensued following the presentation.

After more discussion, Commissioner Payton asked if there were any other questions. None were voiced. This concluded the presentation by Mr. Otey White.

AGENDA ITEM NUMBER 7: PRESENTATION OF THE CHIEF EXECUTIVE OFFICER'S REPORT.

Mr. Murray presented his report. He stated that the proposal had been drafted for the search firm for the new CEO for the housing authority. He stated that if anyone had any comments he would need those back by Friday of next week so that the draft could then be finalized.

He stated that Congress had finally approved the HUD budget for this year. There was an increase in almost all the HUD programs. The ones that they worked with were the capital fund programs, the public housing operating fund, Neighborhood Choice, Section 8 HAP payments, admin fees, and RAD. He added that they would be communicating with HUD to see when they would distribute information relative to RAD.

He then went on to state that as everyone was aware the legislative auditors showed up on April 2nd, unannounced. They did interviews and their initial purpose for the visit was about the overpayment of the salaries. As he received information from them, he would be sharing it with the board, but at this point, they were doing their field work and research. The agency had been fully cooperative with them.

He also stated that Christopher Odinet had been removed from the board so at this time there were two spots open to fill. Last night, the metro council had appointed Jesse Glasper to serve out the term of Reverend Gipson which would run through August 2020. The council would have to advertise for 60-90 days for the old position of Christopher Odinet.

Mrs. Doris Mejia gave information on the annual Employee Appreciation Picnic which would be held at the Waddell Wildlife Refuge from noon until on Friday, April 20, 2018. She encouraged everyone to attend.

The next scheduled meeting would be May 10, 2018. This concluded the presentation of the chief executive officer's report.

AGENDA ITEM NUMBER 8: PRESENTATION OF THE DEPARTMENTAL REPORTS.

Chief Operating Officer - Mrs. Bayham presented her report. She stated that she had provided January and February financials for each of the public housing AMPs as well as the Section 8, COCC, and Partners. As of February, they were 42% into their budget year. Any item of importance, she made footnotes for them to review. There were some deficits with some properties, but the budget had been built that way and these were expected. As of today, however, they were \$ 119,853 in the black. This concluded the presentation of the report.

Commissioner Payton asked where they were in hiring a new finance person.

Mrs. Bayham stated that they had interviewed and hired someone that would be starting April 30, 2018.

Commissioner Payton asked if there were any other questions. None were voiced.

Capital Fund Program – No report was presented.

Section 8 – No report was presented.

Public Housing - No report was presented.

Human Resources – No report was presented.

Finance – No report was presented.

AGENDA ITEM NUMBER 9: PRESENTATION OF THE PARTNERS SOUTHEAST REPORT.

No report was presented.

Commissioner Payton asked if there were any questions regarding the other reports that were not presented. None were voiced. **MEETING ADJOURNED.**

APPROVED:



Al Barron
Chairman



Richard L. Murray
Secretary/Chief Executive Officer