

**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
Thursday, March 8, 2018 @ 12:00 PM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Regular Session on Thursday, March 8, 2018 at 12:00 PM in the Central Office, located at 4731 North Boulevard, Baton Rouge, Louisiana..

MEETING CALLED TO ORDER

Invocation: Commissioner Brown

Pledge of Allegiance

ROLL CALL:

Members Present: Commissioner Chris Brown
Commissioner Lamiesa Bonton
Commissioner Al Barron
Commissioner Dianna Payton
Commissioner Christopher Odinet

Members Absent: Commissioner Tyra Sterling

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 JANUARY 29, 2018.

Motion was made by Commissioner Barron to approve the minutes for the regular and annual meeting held on January 29, 2018 and Commissioner Brown seconded the motion. No abstentions or oppositions were noted. No further discussion was made. **Motion passed.**

AGENDA ITEM NUMBER 2: APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE EAST BATON ROUGE PARISH HOUSING AUTHORITY HELD FEBRUARY 8, 2018.

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

AGENDA ITEM NUMBER 3: APPROVAL OF PROPERTY DISPOSITION OF OBSOLETE VEHICLES FOR THE EAST BATON ROUGE PARISH HOUSING AUTHORITY. SEE RESOLUTION NUMBER 2018-08.

Mrs. Melonie Bayham stated that this was a routine request which was made. The vehicles in question were beyond salvageable and not worth the amount of money that it would cost to repair them. Both ~~vehicles had already been replaced. This agenda item was just a formality for the vehicles to be written off and sent to surplus.~~

Motion was made by Commissioner Odinet to approve the property disposition of obsolete vehicles for 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 4: RE-APPOINTMENT OF AL GENSLER AS A MEMBER OF THE BOARD OF DIRECTORS FOR PARTNERS-FOR-PROGRESS, INCORPORATED FOR A THREE (3) YEAR TERM BEGINNING APRIL 25, 2018 AND ENDING APRIL 24, 2021. SEE RESOLUTION NUMBER 2018-09.

Motion was made by Commissioner Odinet to re-appoint Al Gensler as a member of the board of directors for Partners-for-Progress for a three-year term beginning April 25, 2018 and Commissioner Sterling seconded the motion. No abstentions or oppositions were noted. No further discussion was made. **Motion passed.**

AGENDA ITEM NUMBER 5: RE-APPOINTMENT OF CHRISTOPHER ODINET TO OF THE BOARD OF DIRECTORS FOR PARTNERS-FOR-PROGRESS, INCORPORATED FOR A THREE (3) YEAR TERM BEGINNING APRIL 25, 2018 AND ENDING APRIL 24, 2021. SEE RESOLUTION NUMBER 2018-10.

Motion was made by Commissioner Barron to re-appoint Christopher Odinet as member of the board of directors for Partners-for-Progress for a three-year term beginning April 25, 2018 and Commissioner Bonton seconded the motion. No abstentions or oppositions were noted. No further discussion was made. **Motion passed.**

AGENDA ITEM NUMBER 6: APPROVAL OF A SEARCH COMMITTEE AND NATIONAL SEARCH FIRM FOR THE RECRUITMENT OF A NEW CHIEF EXECUTIVE DIRECTOR (CEO) FOR THE EAST BATON ROUGE PARISH HOUSING AUTHORITY (EBRPHA).

Commissioner Payton began the discussion. She stated that at the last meeting they had discussed potential candidates for the search committee. She presented the board with a list of individuals who she had spoken to and who had agreed to serve. The board agreed that the choices of individuals listed was a good number and the selection was diverse and included present stakeholders.

Commissioner Odinet felt that it should also be stated in the document that Dianna Payton would chair the committee.

Motion was made by Commissioner Odinet to approve the list of search committee individuals and Commissioner Barron seconded the motion. No abstentions or oppositions were noted. No further discussion was made. **Motion passed.**

There was some discussion regarding hiring a national search firm.

Commissioner Payton asked if they would take bids or if Mr. Murray would find one.

Mr. Murray stated that he would investigate how much it cost and see if a budget revision would need to take place.

Mrs. Bayham stated that if many more items were added to the current budget then a revision would be necessary.

The commissioner also discussed the RFP process.

Mr. Murray stated that he would draft an RFP with job and search requirements for the board to review and comment on. Their search would be based on expertise and pricing. He stated that he could have it to them by the end of next week.

More discussion ensued regarding evaluating candidates and decisions about the number of candidates they wanted to be their final number for evaluation.

Mr. Murray stated that everything would be laid out in detail in the written proposal including the scoring sheet that would be brought before the board.

Commissioner Payton felt that it was important to have a separate evaluation committee to review the candidates and decide on the final individuals that would be brought to the board for review.

Motion was made by Commissioner Odinet to appoint Mr. Murray, Commissioner Payton, and Commissioner Bonton as members of the evaluation committee and Commissioner Barron seconded the motion.

Mr. Murray declined to be on the committee because he generally does not evaluate proposals. He select staff to evaluate proposals since he would be signing the contract.

Mrs. Bayham was then appointed in his place. No further discussion was made. No objections or abstentions were noted. **Motion passed.**

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

Mr. Murray presented his report. He wanted to remind the board that their annual financial disclosures would be due on May 15.

The next scheduled meeting would be April 12. 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 nothing new to report that was not already in the report in the board packet. As well, the information on Yeager and Boyd was also included which had been requested at the last meeting. The audit was being finalized and should be ready for release next week.

Commissioner Payton wanted them to be present or Skyped in for the next meeting when the audit would be presented.

She also informed the board that they had been awarded five vouchers for homeless veterans. They were disappointed because they had applied for fifty. The need for these homeless veteran vouchers was ~~definitely greater than five vouchers. They felt the reason why HUD was not aware of the need was~~ because of the veterans' case management by the VA. No more comments or questions were voiced. This concluded the presentation of her report.

Capital Fund Program – Mr. Jeremy Credeur presented his report. He stated that he did not have anything to add but he would be glad to answer any questions that the board might have.

Commissioner Odinet asked if their allotment of capital funds had decreased since last night.

Mrs. Bayham stated that they had not received their notification for 2018 funding, but it was going down.

There was some discussion regarding the bid process and how they advertised to the public. Mr. Credeur stated that it was put in the legal ad section of the paper and it was posted on NAHRO. Posting the bids in this way was within the guidelines for the state of Louisiana.

Some discussion ensued regarding disadvantaged business enterprises and how they could help them be more involved in bidding on the projects.

Commissioner Payton requested a review of the diversity of businesses who were being granted jobs with the housing authority.

Mr. Credeur answered that he could give them the data, but there wasn't a way that he could control who was awarded the bid. No more comments or questions were voiced. This concluded the presentation of his report.

Section 8 – Mrs. Doris Mejia presented her report. She updated the board on the waiting list which was opened on February 2, 2018 and 3,368 people applied for housing within the four-hour period that it was opened. Not all the individuals would be eligible, but there were that many people looking for affordable housing. They did notice that most applicants were seeking one-bedroom houses and were elderly individuals. No more comments or questions were voiced. This concluded the presentation of her report.

Public Housing - Mr. Michael Stewart presented his report. He did not have anything new to add and no questions were voiced. This concluded the presentation of his report.

~~**Human Resources** – Mrs. Andrea Dixon presented her report. There was only one change she wanted to update the board on. Since she had drafted the report, the housing specialist position had been filled. Commissioner Odinet asked if the accounting administrator position had been vacated. She answered that the employee had turned in a voluntary resignation in February. No more comments or questions were voiced. This concluded the presentation of her report.~~

Finance – Mrs. Bayham presented her report. December financials had been turned in at the last meeting, but January financials were not completed yet. The window for completion was 30-45 days after the month ended. No more comments or questions were voiced. This concluded the presentation of her report.

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

~~Mr. Jim Daniels presented his report. He reviewed the presentation of the Pipeline Strategy that Partners had put into place. They did have five projects in the pipeline currently which included River South, Gardere, Ardenwood, Lofts, Cypress at Gardere and Ardendale project. They had changed the way they did their bid process. They were not subject to the public bid process as the housing authority was because they were a private entity. They were using more innovative concepts to procure their contractors. They could issue an RFP and implement their policy objectives. Next, they were seeking financial sustainability. Financial balances would increase as they increased development and revenues. It was suggested that they meet with the mayor again about the future goals.~~

Commissioner Payton stated that she had an appointment on March 27 with the mayor and invited Mr. Murray and Mr. Daniels to join her that day.

He continued to share various details from their strategic plan for future development. He also reviewed the timeline of project closings. No further comments were made.

MEETING ADJOURNED.

APPROVED:



Dianna Payton
Chair



Richard L. Murray
Chief Executive Officer