

## Agenda Item – No. 1

### Minutes – August 15, 2018 Regular Board Meeting

**Action:**

1. Approve Minutes of the August 15, 2018 Regular Board Meeting

**Staff Resource(s):**

J. Daniels, Acting Secretary/CEO

Chris Drago, Executive Assistant

**External Resource(s):**

Elite Transcripts

**Background/Explanation:**

Parliamentary Procedure

**Time Sensitivity:**

None

**Funding Source:**

N/A

**MWBE/DBE/Section 3:**

N/A

**Attachments:**

Transcribed Minutes

*Mission Statement*

*To provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization*

**MINUTES OF THE ANNUAL AND REGULAR MEETING AND PUBLIC  
HEARING OF THE BOARD OF COMMISSIONERS OF THE HOUSING  
AUTHORITY OF EAST BATON ROUGE PARISH  
MAIN OFFICE, 4731 NORTH BOULEVARD  
August 15, 2018 AT 12:00 PM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Regular Session on Wednesday, August 15, 2018 at 12:00pm in the Main Office, located at 4731 North Boulevard.

**Meeting called to Order**                      **Commissioner Al Barron, Vice Chair**

**Invocation**                                      **Commissioner Chris Brown**

**Pledge of Allegiance**

**Roll Call**

**Members Present:**                              **Commissioner Al Barron**  
    **Commissioner Chris Brown**  
    **Commissioner Helena Cunningham**  
    **Commissioner Philip Smith, Jr.**  
    **Commissioner Tyra Sterling**

**Members Absent:**                              **Commissioner Lamiesa Bonton**  
    **Commissioner Dianna Payton**

**QUORUM PRESENT**

**Public Comment Period**

Commission Barron asked if there were any public comments to be made. None were voiced. Public comment period was closed.

Mr. Daniels requested that there be a change made to the agenda. He requested that the executive session listed in the agenda be rescheduled to a later day. Request was granted.

**AGENDA ITEM NUMBER 1:  
APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE EAST  
BATON ROUGE PARISH HOUSING AUTHORITY HELD JULY 12, 2018**

Motion was made by Commissioner Smith to approve the minutes for the regular meeting held on July 12, 2018 and Commissioner Brown seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

**MOTION PASSED**

*Mission Statement*

*To provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization*

**AGENDA ITEM NUMBER 2:  
APPROVAL OF THE MINUTES OF THE SPECIAL CALLED MEETING OF THE  
EAST BATON ROUGE PARISH HOUSING AUTHORITY HELD JULY 23, 2018**

Commissioner Cunningham requested clarification to the minutes specifying Mr. Murray's leave. The Board placed Mr. Murray on "paid leave" not "administrative leave". Mr. Daniels stated that he would make the correction.

Motion was made by Commissioner Smith to approve the minutes from the special called meeting on July 23<sup>rd</sup> with noted corrections and Commissioner Sterling seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

**MOTION PASSED**

**AGENDA ITEM NUMBER 3:  
DISCUSSION REGARDING THE TRANSITION PLAN**

Mr. Daniels stated that there were no substitutions or adjustments made to the existing transition plan draft with the exception of Mr. Murray being placed on paid leave and the naming of the acting CEO. Other revisions included additional documents in the transition plan. The transition was ongoing, and it had been seamless up to this point. He asked if there were any other questions. Commissioner Smith asked if there had been any change to the closing schedule on various open projects. Mr. Daniels stated that as of right now, they were still on schedule.

Motion was made by Commissioner Sterling to approve the final transition plan and Commissioner Smith seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

**MOTION PASSED**

**AGENDA ITEM NUMBER 4:  
BANKING – REGIONS BANK: AUTHORIZED SIGNATURES**

Mr. DeCuir stated that this agenda item was mainly about cleaning up what Regions Bank still had on file for authorizations as well as to look back on the original resolution from 2013 which identified the officers of the agency who were authorized signers on the account. This resolution would serve as an official update for the chairperson and first vice chairperson. The CEO and COO had already been updated. He informed them there would be some official documents that would need to be signed by Commissioner Payton and Commissioner Barron. He stated that he had communicated with Regions Bank regarding all updated members of the commission, including board members, chairperson, first vice chairperson, acting CEO, and COO.

Motion was made by Commissioner Smith to approve this update to the authorized signers for Regions Bank and Commissioner Sterling seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

*Mission Statement*

*To provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization*

**MOTION PASSED**

**AGENDA ITEM NUMBER 5:  
CIVIL SERVICE – APPOINTING AUTHORITY**

Mr. DeCuir stated that they would need to officially appoint a new representative in civil service for HR purposes. They needed to know who the head of the organization was. As Mr. Murray had been placed on paid leave, the person who would be their head representative and handling affairs for civil service would be Mr. J. Daniels, Acting CEO.

Motion was made by Commissioner Smith to appoint Acting CEO, J. Daniels, to handle all civil service matters within the agency and Commissioner Sterling seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

**MOTION PASSED**

**AGENDA ITEM NUMBER 6:  
PRESENTATION OF THE HUD CHOICE NEIGHBORHOOD  
IMPLEMENTATION (CNI) GRANT**

Mr. Daniels asked the representatives from Integral to give an update on the CNI grant. Ms. Stacy Vincent. She had worked on several CNI grants throughout the United States. She felt that they had a very compelling story to tell for their area and she was excited to be involved. It wasn't as much about the housing, but more about the families whose lives were changed because of this. She reviewed the different goals they were pursuing. She reminded the Board that this was a long-term strategy. She felt strongly that they would receive the grant. However, if it did not happen at this time, the idea and work would not be thrown away. Revitalization needed to happen in this community. Mr. Daryl Jones of Integral reviewed the project plans for the Ardendale area which he did point out would be happening whether CNI was granted to them or not. There were already dedicated monies to build that development.

Discussion ensued regarding details of the plan, educational opportunities, new businesses invited to the area, and health and wellness availability. Mr. Daniels did state that there was a website created that was being utilized to promote and bring in support for the choice neighborhood initiative. Ms. Benson asked if there were any other questions. None were voiced. This concluded this agenda item.

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

Mr. Daniels presented his report. He gave two highlights. They were in receipt of the draft report from the legislative auditor. They had until tomorrow to provide them with an official response. They did feel confident that the findings were relatively nominal compared to what it could have been. He did state that

*Mission Statement*

*To provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization*

he could send a copy of the draft report and the official response made back to the legislative auditors. It would be about three weeks before he received the final official copy of the report back.

He reminded the board that they were in the process of preparing their RAD application which was due September 4<sup>th</sup>. They were informed yesterday that there were official actions which had to be acted on by the Board. At this point, he did not feel comfortable with presenting those action items to the board because of a lack of information. He requested to have a special board meeting on August 27<sup>th</sup> to discuss the background information for RAD. By that time, he would have the key information he needed.

The next regular meeting was scheduled for September 13<sup>th</sup>.

Motion was made by Commissioner Smith to hold a special board meeting as requested by Mr. Daniels to discuss and make decisions based on key information regarding RAD and Commissioner Barron seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

## **MOTION PASSED**

### **AGENDA ITEM NUMBER 8: PRESENTATION OF THE DEPARTMENTAL REPORTS**

**Chief Operating Officer** - No report was presented.

**Financial Statements & Reports** – No report was presented.

**Housing Choice Voucher Program** – No report was presented.

**Public Housing** - No report was presented.

**Capital Fund Program** – No report was presented.

**Human Resources** – No report was presented.

### **AGENDA ITEM NUMBER 9: PRESENTATION OF THE PARTNERS SOUTHEAST REPORT**

No report was presented.

### **AGENDA ITEM NUMBER 10: EXECUTIVE SESSION – WATTS DIDIER**

This agenda item was approved to be rescheduled for a later date.

#### *Mission Statement*

*To provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization*

**AGENDA ITEM NUMBER 11:  
COMPENSATION – ACTING CHIEF EXECUTIVE OFFICER**

Mr. Daniels stated that he had been in contact with Commissioner Payton who had agreed upon the compensation. The compensation for the temporary period was \$180,000 per annum based on continued service. This was a recommendation. Commissioner Barron stated that he had spoken with Commissioner Payton in regard to this topic and agreed with the amount recommended.

Motion was made by Commissioner Sterling to approve the compensation package for Acting Chief Executive Officer, J. Daniels and Commissioner Cunningham seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

**MOTION PASSED**

**AGENDA ITEM NUMBER 12:  
ADJOURNMENT**

No other comments were voiced.

**MEETING ADJOURNED**

**APPROVED:**

---

**Dianna Payton**  
**Chair**  
**East Baton Rouge Parish Housing Authority**

---

**J. Wesley Daniels, Jr.**  
**Acting Chief Executive Officer**  
**East Baton Rouge Parish Housing Authority**

*Pursuant to the provisions of State Law, upon a majority of the members present, the Board of Commissioners of the East Baton Rouge Parish Housing Authority may choose to enter into Executive Session, and by this notice the Housing Authority reserves the right to go into Executive Session as provided by law.*