

**HOUSING COMMISSION OF ANNE ARUNDEL COUNTY
BOARD MEETING MINUTES
JULY 16, 2018**

Present: Peter J. Ponne, Chair
Robert Bradshaw, Vice Chair
William Utz, Commissioner
Sandra Ervin, Commissioner
Danny Boyd, Commissioner
Tanya Hill-Brown, Commissioner
Beryle Downs, Commissioner
Carrie Blackburn Riley, Legal Counsel
Clifton C. Martin, Chief Executive Officer
Diane Haislip, Deputy Chief Executive Officer
Michael Hale, Director of Modernization
Gina Dyer, Director of Property Management
Anupama Francis, Director of Finance
Christopher Ostovitz, Director of Information Technology
Lanita Hillen, Director of Housing Services
William Sansing, Accountant
Carole Ann Brazeal, Executive Administrative Assistant

Teleconference: None

Absent: None

Guest: Kecha Royal, Resident, Freetown Village

Location: HCAAC, 7477 Baltimore-Annapolis Blvd, Third Floor, Glen Burnie, MD 21061

Meeting called to order at 11:00 a.m. by Chair Ponne.

RESIDENTS & GUESTS

Chairman Ponne introduced a resident in attendance, Kecha Royal, resident of Freetown Village. She presented no topics for discussion.

MINUTES

Chair Ponne opened the discussion of the June 2018 minutes.

Chair Ponne asked if there were any questions concerning the minutes from the June 2018 meeting. Legal Counsel Riley stated she had some edits that were not significant.

Chair Ponne asked for a motion to approve the minutes subject to Counsel Riley's edits. Motion made by Commissioner Boyd, seconded by Commissioner Downs and all in favor.

BUSINESS AGENDA

Chair Ponne moved on to the second item on the business agenda, approval of Resolution #655

- Collection Losses were presented for the Period Ended June 30, 2017 in the amount of \$11,421.17 for Public Housing and \$0.00 for Non-Public Housing for a total amount of \$11,421.17.
- Mr. Martin stated last year it was \$2800 and a quarter ago it was \$2700.
- Ms. Dyer added we had some flat rent residents evicted and flat rents are much higher.

Chair Ponne asked for a motion to approve Resolution #655. Vice Chair Bradshaw made the motion, Commissioner Ervin seconded, the motion was accepted and all in favor.

Chair Ponne moved on to the second item on the business agenda, Update on RAD Processes.

- Mr. Martin stated he recently updated the Board on RAD processes via email.
- Mr. Martin stated Freetown Village closed on May 31. Site work began on June 25. He will update you periodically as the community changes and evolves. Mr. Hale stated we will have a sample unit completed at Freetown.
- Mr. Martin stated Meade Village is moving into the next stage for closing. We have run into a few small issues with this project that seem to be fixable. However, our issue with the closed elementary school is not progressing well and we have been receiving some disconcerting signals from the school board. We are meeting with Peter Smith this month about the situation to see what ideas or strategies he may have.
- Mr. Martin stated preliminary work continues on the remaining 4 communities with environmental reviews and title work being reviewed at this time. Plans are to convert to Project Based Rental Assistance on January 1, 2019; financing plans during 2019 and renovation in 2020. There is an environmental issue at Pinewood Village that requires soil bores and testing due to old underground storage tanks.

Mr. Martin shared other important news:

- HCAAC was selected for a National Award of Merit by NAHRO for the CHOICES program. We are competing at the national level for an Award of Excellence in San Francisco. The competition results will be provided at the next meeting.
- Preliminary data indicates another excellent SEMAP score for the agency this year! We will certify the results in August and await our final score.
- Glen Square had a full inspection and review by HUD this summer and scored a 91. That is an excellent score. The staff at Glen Square are to be commended.

Chair Ponne moved on to the Dashboard.

- Legal Counsel Riley noted on page 10 that there was one new claim listed and inquired what it was. Mr. Martin explained that it was a continuation of a prior claim and related to an upcoming court date but not a new matter.
- Vice Chair Bradshaw asked about safety issues noted in the Incident Reports regarding assaults. Mr. Martin said the police department has plans to stem assaults and that it is not an epidemic. Lennie Mungo, Community Safety Manager, says most of the trouble in communities is caused by outsiders coming in to our properties.
- Legal Counsel Riley asked if in the Commissioners Communication, the money for the restoration of the Mali Thai restaurant will be returned. Mr. Martin concurred that this is an insurance claim.
- Vice Chair Bradshaw asked about the uptick in Southwest charges. Mr. Martin said we have had carpet replaced and NAHRO Conference charges recently which increased spending on the credit cards.
- Legal Counsel Riley asked about the numbers in the Choices report. Mr. Martin stated we have fewer persons under contract for FSS and other services, possibly due to recent staff turnover.
- Legal Counsel Riley asked about the increased target number for employees. Mr. Martin agreed saying we are hiring some new positions created after RAD conversions.

Chair Ponne moved on to the New Business.

- Mr. Martin said we have unofficially chosen our next auditing firm. The committee is finalizing their score sheets and recommendations and will complete the process today.
- Mr. Martin said the Chair appointed a Safety Committee who met with Lennie Mungo, Community Safety Manager, just prior to this board meeting. Mr. Martin said he will put together a strategic plan to move forward with security for our offices.
- Vice Chair Bradshaw asked if we feel the computer system is secure. Mr. Martin stated our IT department is constantly on it.

Chair Ponne said if there is no other business we will adjourn the regular meeting, Chair Ponne asked for a motion, Commissioner Utz made the motion, and the regular meeting was adjourned at 12:50 pm.