

**Minutes of the Regular Meeting
of the Board of Commissioners
of the St. Petersburg Housing Authority
February 27, 2020**

Commissioner Owens, Chair, called the meeting to order at 10:11 a.m. Upon roll call, the following were in attendance:

Present at Roll: Commissioner Stephanie Owens, Chair
Commissioner James Dates
Commissioner Jerrilyn Evans
Commissioner Terri Lipsey Scott

Absent at Roll: Commissioner Roxanne Amoroso
Commissioner Sharlene Gambrell-Davis
Commissioner C. Knox LaSister III

Staff Present: LaShunda Battle, Interim Chief Executive Officer
Robin Adams, Asset Management Officer
Larry Butler, Social Services Officer
Audra Davis, Compliance Officer
Larry Gonzalez, Housing Choice Voucher Officer
Pamela Hobbs, Procurement Officer
Jacquelyn Roberson, Human Resources Officer

Others Present: Attorney Charles Harris, Trenam Law

SUBJECT: Operating the Meeting under small Board rules

BOARD ACTION: Director Evans made a motion that the meeting operate under small Board rules. Director Dates seconded the motion. A vote was called:

Director Stephanie Owens: YES
Director Jerrilyn Evans: YES
Director James Dates: YES
Director Terri Lipsey Scott: YES

The Board approved the motion.

SUBJECT: Approval of the Amended Agenda

BOARD ACTION: Ms. Battle requested to Amend the Agenda to Postpone item #5 Approval of the January 23, 2020 minutes and item #6 Approval of the February 11, 2020 minutes. Director Evans made a motion to approve the Amended Agenda. A vote was called:

Director Stephanie Owens: YES
Director Jerrilyn Evans: YES
Director James Dates: YES

Director Terri Lipsey Scott: YES

The Board approved the motion.

SUBJECT: Legal Report

Attorney Charles Harris discussed his report.

SUBJECT: Public Forum

There were no requests to speak.

SUBJECT: Chairperson Report: Approval of Travel for Commissioner Dates, Commissioner Evans, Commissioner Lipsey Scott and Commissioner Owens to attend PHADA's 2020 Annual Convention & Exhibition on May 31st – June 3rd, 2020

BOARD ACTION: Commissioner Owens made a motion to approve travel. Commissioner Lipsey Scott seconded the motion. A vote was called:

Director Stephanie Owens: YES
Director Jerrilyn Evans: YES
Director James Dates: YES
Director Terri Lipsey Scott: YES

The Board approved travel.

SUBJECT: Chairperson Report: Approval of Travel for Commissioner LaSister, Commissioner Lipsey Scott and Commissioner Owens to attend NAHRO 2020 Washington Conference on March 29th – March 31st, 2020

BOARD ACTION: Commissioner Owens made a motion to Amend her motion for the approval of travel. Commissioner Evans seconded the motion. A vote was called:

Director Stephanie Owens: YES
Director Jerrilyn Evans: YES
Director James Dates: YES
Director Terri Lipsey Scott: YES

The Board approved travel.

SUBJECT: Report from the Ad HOC Bylaws Committee: Resolution #2558 – A Resolution Approving the Bylaws

BOARD ACTION: The Ad HOC Bylaws Committee recommended Resolution #2558 to the full Board for Approval. A vote was called:

Director Stephanie Owens: YES
Director Jerrilyn Evans: YES
Director James Dates: YES
Director Terri Lipsey Scott: YES

The Board approved Resolution #2558.

SUBJECT: Report from the Resident Interest Committee: Resolution #2557 – Authorization for Submission of the Section 8 Assessment Program (SEMAP) Certification for FYE 12/31/19

BOARD ACTION: The Residents' Interests Committee recommended Resolution #2557 to the full board for approval. A vote was called:

Director Stephanie Owens: YES
Director Jerrilyn Evans: YES
Director James Dates: YES
Director Terri Lipsey Scott: YES

The Board approved Resolution #2557.

SUBJECT: Clearview Park, Disston Place, Gateway Place, Romaine, Jordan Park Apartments and Sunset Oaks Management Report

Mrs. Robin Adams, Asset Management Officer presented the January 2020 management report. She discussed the occupancy rates of each property. Rent collections are at 100 percent. SPHA issued 72 notices to vacate due to bad housekeeping.

SUBJECT: Social Services Report

Mr. Larry Butler, Social Service Officer presented the Social Services Report for the Month of January 2020. Mr. Butler announced SPHA will begin acknowledging a resident of the month. There was extensive discussion between Board members and Mr. Butler.

SUBJECT: Tenant Activity Report

Mr. Larry Gonzalez, HCV Officer, presented the Tenant Activity Report for the month of January 2020.

SUBJECT: Report from the Finance Committee

Andrea Joyal, Chief Financial Officer presented the January 31,2020, Financial Reports and Capital Improvement Grant Review. There was extensive discussion between Board members and Ms. LaShunda Battle.

SUBJECT: Fraud Recovery Program Status Report

Audria Davis, Compliance Officer presented the January 2020, Fraud Recovery Report.

SUBJECT: Procurement Report

Pamela Hobbs, Procurement Officer presented the Procurement report. She addressed the as Needed Strategic Communications Services, announcing that the committee chose Vistra Communications of the two submissions. Vista Communications plans to meet with the CEO and Chair within two weeks. Ms. Hobbs also announced that the RFP Legal Services will be sent out next month. In response to Commissioner Evans question, Ms. Battle explained that the search for a new CFO will take place in-house, utilizing NAHRO and in person interviews with Ms. Roberson.

SUBJECT: Chief Executive Officer Remarks

Ms. Battle presented the Section 18 vs. RAD – Public Housing Repositioning Presentation.

SUBJECT: Chief Executive Officer Remarks: Resolution #2559 A Resolution to Submit a Disposition Application for Two Hundred and Six (206) Units at Jordan Park Apartments.

Commissioner Evans made a point of information for a Cost Breakdown Financials Differential of the different scenarios before she is able to give an affirmative vote for resolution #2559.

BOARD ACTION: Commissioner Owens made a motion to Postpone Resolution #2559 to the full Board for approval:

Director Stephanie Owens:	YES
Director Jerrilyn Evans:	YES
Director James Dates:	YES
Director Terri Lipsey Scott:	YES

The Board approved this motion

SUBJECT: Chief Executive Officer Remarks

BOARD ACTION: Commissioner Owens made a second motion for SPHA to reach out to the HUD office to request an extension for 60 days by Mr. Burns to the full board for approval:

Director Stephanie Owens: YES
Director Jerrilyn Evans: YES
Director James Dates: YES
Director Terri Lipsey Scott: YES

The Board approved this motion.

SUBJECT: HUD Comprehensive Review

Ms. Battle updated the Board on the HUD Comprehensive Review.

SUBJECT: Old Business

There was discussion regarding Board response to HUD January 31, 2020 RAD/CHAP letter.

BOARD ACTION: Commissioner Owens made a motion to point herself to the Personnel, Resident's Interest, By-laws and Legal Committees to the full board for approval. A vote was called:

Director Stephanie Owens: YES
Director Jerrilyn Evans: YES
Director James Dates: YES
Director Terri Lipsey Scott: YES

The Board approved this motion.

SUBJECT: New Business

There was no new Business

There being no further business, the meeting was adjourned at 1:09 p.m.

Approved and Adopted this 27th day of February 2020.

Stephanie A. Owens
Chairperson

LaShunda Battle
Interim Chief Executive Officer