

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, April 24, 2023

Minutes

Present:

Commissioners:

Chairwoman Yolanda Hawkins-Bautista
Vice Chair Euron Blackwell
Commissioner Brett Theodos
Commissioner Cherice Shannon
Commissioner W. Marshall Knight
Commissioner Layton Wilson
Commissioner Regina Nadir

Staff:

Ron McCoy, Acting Executive Director, HA
Dawnay Green, RAD Deputy Manager, HA
Will Pass, Accounting Consultant, FAS
Tonette Simmons, Accounting Manager, FAS
Louis Braswell, Accountant, FAS
Karanja Slaughter, Division Manager, HAD
Denise Haffenden, Deputy Manager, HAD
Dante Clark, Asst. Property Manager, HAD
Crystal Harris, Asst. Property Manager, HAD
James McGraw, Bond & Development Manager, HAD
Michael Jackson, Sr. Project Manager, HAD
Thaddeus Green, Development Officer, HAD
Ed Davis, Compliance Manager, HA
Gloria Bowens, Compliance Officer, HA
Kelvin Jay Noble, Procurement Officer, HA
Nicole Garrett, Fair Housing Officer, HA
Alana Speed Harris-HR Manager, HA
Carrie Blackburn Riley-Legal Services
Mugure Crawford, HA, Recorder

Guest: Angie Rodgers- DCAO, CEX Office

Location: Via **GO-TO-MEETING** Link
Dial In: 1-(866) 899-4679 **Access Code:** 819-222-557

Call to Order: Chair Yolanda Hawkins-Bautista called the meeting to order at 5:33pm having declared a quorum with the following Commissioners present: Regina Nadir, Layton Wilson, Brett Theodos, Cherice Shannon, Vice Chair Euron Blackwell and Commissioner W. Marshall Knight

Approval of Minutes: Chair Bautista called for a motion to approve the March 27, 2023 minutes. Commissioner Theodos motioned to approve the minutes and Commissioner Shannon seconded the motion. The minutes were approved.

Reports by the Acting Executive Director:

- Acting Executive Director, Ron McCoy provided the Board with agencywide updates.
- Mr. McCoy provided the board with additional updates on staffing for the Finance division introducing Will Pass, Accounting Consultant who will be conducting the Forensic Audit for the agency.
- Will Pass presented to the board a briefing on the Forensic Audit, highlighting six major concerns to address within the Finance division.
- Follow up discussion occurred with Chair Bautista and Acting ED McCoy to set weekly meetings to further discuss agency updates.

Housing Choice Voucher Program:

Housing Choice Voucher Program Deputy Manager Dawnay Green presented the HCV report:

- Follow up discussion occurred with the board regarding HCV compliant inspections. Deputy Manager Green will follow up next meeting with specific information regarding compliant inspections within HCV.

Resident Fulfillment:

- No new updates currently for the Resident Fulfillment log

Housing Assistance Division:

Deputy Manager Denise Haffenden presented the HAD report, as follows:

- There were no move-in and three (3) move-outs for the month of March 2023

PHA-wide

- Follow up discussion occurred with Commissioner Shannon addressing staff about resident complaints regarding tenants not being notified in adequate time about inspections. She expressed to HA staff residents need to be notified more than 24 hours in advance of scheduled unit inspections. HA staff responded and will make necessary changes to provide sufficient notice to residents when their units are scheduled for inspection.

Occupancy/Recertification

- For March, there were (6) re-certifications completed, no admissions and no transfers. No eviction actions processed. There was no Criminal court appearance. There was no Landlord Tenant Court appearance.
- Ms. Haffenden presented the Vacancy Report for March reporting an overall occupancy rate of 91%.

Resident Services

Resident Services Manager Crystal Ford presented the Resident Services report for March 2023:

- No further comments or questions were expressed by the Board.

Development

James McGraw presented the Development & Modernization Report for March 2023:

- No further comments or questions were expressed by the Board.

Financial Report

Accounting Manager, Tonette Simmons presented the Finance Report on behalf of Accounting Services Manager, Belay Ademu and reported on key highlights for the month ending March 31, 2023:

- Follow-up discussion occurred with the Board expressing the vital need to develop a plan to recover the agency from the substantial financial losses underscoring the importance of coming up with a plan to get HA on a solid, right path.
- Follow up discussion occurred regarding the typo/incorrect placement of slide 25 (PH A/R slide) in the April Board packet. An amended packet will be distributed back out to the board.
- Follow up discussion occurred with the Board, Legal Services, Carrie Riley and HA staff regarding PH(Public Housing) delinquencies as well as collection actions in progress and moving forward within the agency. Extensive discussion occurred requesting staff provide to the Board an action plan/list of collection activities at the May board meeting.

New Business:

- Bond and Development Manager, James McGraw presented resolution 1388, a resolution approving the Authorization of the Housing Authority of Prince George's County award contract for services related to Real Estate Brokerage Services to assist the agency with current and future Real Estate Transactions. Chairwoman Yolanda Hawkins-Bautista called for a motion to approve Resolution #1388. Commissioner Theodos motioned to approve resolution #1388 and Commissioner Nadir seconded the motion. Resolution #1388 was approved.

Unfinished Business:

- Development Officer, Thaddeus Green presented resolution #1387, a

resolution approving the authorization of the Policies & Procedures for Acquisition and Disposition of Real Property to act as the governing document for the management of properties owned or leased by HAPGC. Chair Bautista called for a motion to approve Resolution #1387. Commissioner Theodos motioned to approve Resolution #1387 and Vice Chair Blackwell seconded the motion. Resolution #1387 was approved.

Additional Board/Staff Comments:

- Fair Housing Officer Nicole Garrett presented to the Board information regarding the 2023 Housing Fair event coming in June to the Sports and Learning Complex in Largo, Maryland. Further information/flyer will be distributed to the board for the May meeting.
- Discussion occurred with Commissioner Theodos and Chair Bautista, with Commissioner Theodos requesting an update on the Executive Director hiring search for the Housing Authority. Commissioner Theodos also requests this discussion be listed as a standing agenda item for the Board meetings moving forward.


Public Comments:

1. **PGCPS School Board Member (District 6) Belinda Queen-**
Expressed concerns about the HCV process. Specifically issues her daughter is facing with securing a unit within the voucher program. Additionally expressed frustration with moving within income limits, inspections, and violations not being fixed until the last minute concerning landlord rental properties. Acting Executive Director Ron McCoy and HCV Deputy Manager Dawnay Green responded and will reach out to Ms. Queen and her daughter regarding her issues within the HCV program.
2. **Community Activist Edwin Green(25th District)-**Expressed concerns over the long standing closing of the HCV waitlist. Exclaiming, why has it been closed so long? Mr. Green also expressed frustrations through an extensive discussion with HA staff and the board, the timeline of the number of people on the waitlist. Mr. McCoy responded and invited Mr. Green to attend the upcoming Housing Fair June 17th, 2023 to attend an informational workshop to gain better incite on how the HCV program works and to further understand how HA manages the waitlist.


Adjournment:

- Chairwoman Yolanda Hawkins-Bautista motioned to adjourn the public meeting, by unanimous vote, the Board of Commissioners meeting adjourned at 7:21 p.m.

Attest/ Witness:



**Yolanda
Hawkins-
Bautista**

 Digitally signed by Yolanda Hawkins-Bautista
DN: cn=Yolanda Hawkins-Bautista,
o=Housing Authority of Prince
George's County, ou=Chair,
email=yhbautista@gmail.com, c=US
Date: 2023.06.07 15:50:05 -04'00'

Yolanda Hawkins-Bautista/Chairwoman



Ron M. McCoy/
Acting Executive Director/Secretary