

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, September 26, 2022

Minutes

Present:

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

Staff: Nathan F. Simms Jr., Executive Director, HA
Ron McCoy, RAD Division Manager, HA
Dawnay Green, RAD Deputy Manager, HA
Jacqueline Massiah, Accounting Manager, HA
Karanja Slaughter, Division Manager, HAD
Denise Haffenden, Deputy Manager, HAD
Dante Clark, Asst. Property Manager, HAD
James McGraw, Development Manager, HA
Crystal Ford, Resident Services, HAD
Ed Davis, Compliance Manager, HA
Gloria O'Neal, Compliance Officer, HA
Nicole Garrett, 504 Manager, HA
Carrie Blackburn Riley, Legal Counsel
Mugure Crawford, HA, Recorder

Guest: Denise Robison, ADCAO-CEX Office

Location: **Via GO-TO-MEETING Link**

Dial In: 1-(866) 899-4679 **Access Code:** 819-222-557

Call to Order: Chairwoman Yolanda Hawkins-Bautista called the meeting to order at 5:40 p.m. having declared a quorum with the following Commissioners present: Cherice Shannon, W. Marshall Knight, Brett Theodos, Layton Wilson, and Vice Chair Euron Blackwell.

Approval of Minutes: Chairwoman Yolanda Hawkins-Bautista called for a motion to approve the July 25, 2022, meeting minutes. Commissioner Brett Theodos motioned to approve the minutes and Vice Chair Blackwell seconded the motion. The minutes were approved.

Reports by the Executive Director:

- HAPGC has had productive conversations/meetings with HUD-FHEO in the month of August. The results of these interactions will help inform their responses to our April 2022 submission.
- HAPGC facilitated a “Real Estate Day” that allowed staff to strategically discuss the impact of our real estate strategy on the organization in the areas of real estate finance, real estate development, asset management, compliance, finance, and housing choice voucher area. Special thanks to CSG Advisors for facilitating the discussion as well as the participation of Wickliffe Consulting, Gibson Spyre, and Concourse Group.
- HAPGC staff will begin to coordinate a portfolio tour for the Board of Commissioners to become more familiar with HAPGC assets and recommended development options.

Housing Choice Voucher Program:

Housing Choice Voucher Program Manager Ron McCoy presented the HCV report:

- No comments or questions were expressed by the Board.

Resident Fulfillment:

- No new updates at this time for the Resident Fulfillment log

Housing Assistance Division:

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

- There were (5) move-ins and (1) move-out for the month of July 2022

PHA-wide

- No comments or questions were expressed by the Board.

Occupancy/Recertification

- For July, there were (10) re-certifications completed and for August there was (7), no new admissions, and no transfers. No eviction actions processed. There was no Criminal court appearance. There were no appearances for Mental Health Court. There were no Landlord Tenant Court appearances.
- Denise Haffenden also presented the Vacancy Report for July reporting an overall occupancy rate of 94%.

Resident Services

Resident Services Manager Crystal Ford reported the Resident Services report for July 2022:

- No comments or questions were expressed by the Board.

Development

James McGraw presented the Development & Modernization Report for July 2022:

- No comments or questions were expressed by the Board

Financial Report

Acting Accounting Services Manager Jacqueline Massiah presented the Finance Report and reported on key highlights for the month ending August 30, 2022.

- No additional comments or questions were expressed by the Board

New Business:

- None

Unfinished Business:

- None

Public Comments:

- None

Adjournment:

- Chairwoman Yolanda Hawkins-Bautista motioned to adjourn the public meeting, by unanimous vote, the Board of Commissioners meeting adjourned at 6:30 p.m.
- Chairwoman Yolanda L. Hawkins-Bautista motioned to adjourn the public meeting, by unanimous vote, the Board of Commissioners meeting adjourned at 6:41 p.m. At 6:42 p.m., Commissioner Cherice Shannon motioned to go into Executive Session and Commissioner Layton Wilson seconded the motion. By a unanimous vote, the Board of Commissioners went into Executive Session with Housing Authority Staff at 6:45pm to discuss PH Waitlist.
- Chairwoman Yolanda L Hawkins-Bautista motioned to adjourn the Executive Session and return to open session. At 7:12 p.m., Vice Chair Euron Blackwell motioned to adjourn the Executive Session and return to open session. Commissioner Brett Theodos

seconded the motion. By a unanimous vote, the Board of Commissioners went back into open session. The open session was adjourned at 7:13pm

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=ylhbautista@gmail.com, c=US
Date: 2023.01.03 23:18:35 -05'00'

Yolanda Hawkins-Bautista/Chairwoman



Nathan F. Simms, Jr./
Executive Director/Secretary

