

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, June 29th, 2026

Minutes

Present:

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

Staff: Nicole Garrett, Interim Executive Director, HA
Charlene Wills, General Counsel, HA
Carolyn Floyd, Director HCV Programs, HA
Louis Braswell, Accounting Manager, HA
Crystal Harris, Director Asset & Property Management, HAD
Crystal Ford, Community Developer, Client Services, HAD
Ray Nix, Development Consultant
Jerry Zanelotti, Construction Manager, HAD
Dante Clark, Procurement Officer, HA
Alana Speed-Harris, Human Resources
Mugure K. Crawford-Recorder, HA
Janae Lattimore-Recorder, HA

Guests: Justin Measley, Auditing Firm, Clifton, Larson, Allen

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 Virtually at 5:34pm declaring a quorum with the following Commissioners present Commissioner Brett Theodos, Vice Chair W. Marshall Knight, Commissioner Layton Wilson. Commissioner Cherice Shannon, Commissioner Regina Nadir, and Commissioner Euron Blackwell

Approval of Minutes: Chair Bautista called for a motion to approve May 18th 2026 Board minutes. Commissioner Theodos called for a motion to approve the minutes. Commissioner Blackwell seconded the motion. The May board minutes were approved.

Interim Executive Director Report:

- Auditing Firm Clifton, Larson, Allen represented by Justin Measly presented

the HAPGC Audit Presentation to the Board and staff. Follow up discussion occurred with Commissioner Theodos and Chair Bautista regarding audit deficiencies.

- Chair Bautista thanked Interim Executive Director Nicole Garrett for stepping up in the role of Director during the agency transition for the permanent replacement. Chair Bautista announced the New Director of HAPGC will be Regina Stone Mitchell.
- Interim Executive Director Nicole Garrett briefed the board on agency updates; including the Transition plan for the New ED
- Interim Executive Director Garrett provided the board with the results of the HUD onsite visit to the agency properties.
- Interim Executive Director Garrett provided updates on the PHA sties regarding towing and the tenant lease up rate.

- **Development**

Development and Modernization Consultant, Ray Nix presented the Development & Modernization report for May 2026:

- No further discussion occurred from the Board

Procurement

- Procurement Officer Dante Clark presented the Procurement Report for the month of May 2026;
- Follow up discussion occurred with Commissioner Theodos regarding the signing of any procurement contracts since the last Board Meeting. Chair Bautista reminded the agency to keep a track on procurement items, staff noted there had been some delays within the General Counsel's office. General Counsel Charlene wills noted there were templates being used that were outdated and agency wants to ensure that past procedures are no longer in use.

Housing Choice Voucher Program:

HCV Division Manager, Carolyn Floyd presented the HCV Report for the month of May 2026 as follows:

- Follow up discussion occurred regarding the HUD cuts pertaining to stopping of issuance of Vouchers. Regarding the HUD shortfall, staff alerted the board they met with HUD finance office on June 17, 2026 and were told not to give new vouchers (port-ins) & to stop converting EHV's.
- Follow up discussion occurred with Commissioner Theodos regarding the HUD shortfall.
- Carolyn Floyd also thanked Interim Executive Director for her leadership during the agency transition.

Crystal Harris, Director of Property & Asset Management reported the HAD report for the month of May 2026 with the following updates:

- There were seven (7) move-ins and two (2) move-outs for the month of May 2026

PHA-wide

- Follow up discussion occurred with the Board regarding leasing to qualified applicants.
- Crystal Harris also thanks Interim Executive Director Garrett for her leadership during this transition.

Occupancy/Recertification

- The Vacancy Report for May reporting an overall occupancy rate of 82%.

Client Services

Crystal Ford presented the Client Services report for May 2026 as follows:

- Follow up discussion occurred with Chair Bautista regarding the deadline for Scholarships for Summer Camps in order for residents to take advantage of this opportunity. Crystal Ford responded and also noted that some residents don't apply due to transportation constraints.

Resident Fulfillment Log

- No new updates currently for the Resident Fulfillment log

Financial Report

Accounting Manager, Louis Braswell reported on behalf of Jacqueline Massiah reported on key highlights for the month ending May 30, 2026:

- No further discussion occurred from the Board

New Business

- Finance Manager Louis Braswell presented Resolution #1445, a Resolution Approving the Housing Authority of Prince George's County's Fiscal Year 2027 Operating Budget Chair Yolanda Hawkins Bautista called for a motion to approve Resolution #1445. Commissioner Thedos motioned to approve resolution #1445 and Commissioner Knight seconded the motion. Resolution #1445 was approved.
- Finance Manager Louis Braswell presented Resolution #1446, a Resolution to Write-off Tenant Uncollectible Accounts Receivable as Collection Losses. Chair Yolanda Hawkins Bautista called for a motion to approve Resolution #1446. Commissioner Knight motioned to approve resolution #1446 and Commissioner Shannon seconded the motion. Resolution #1446 was approved.
- Finance Manager Louis Braswell presented Resolution #1447, a Resolution to Write-off Uncollectible *Port In* Accounts Receivable as Collection Losses. Chair Yolanda Hawkins Bautista called for a motion to approve Resolution #1447. Commissioner Shannon motioned to approve resolution #1447 and Commissioner Blackwell seconded the motion. Resolution #1447 was approved.
- Interim Executive Director Nicole Garrett presented Resolution #1448, a Resolution of

- Chair Yolanda Hawkins Bautista presented Resolution #1449 a Resolution of the Board of Commissioners to the Housing Authority of Prince George's County appointing Regina Stone Mitchell as the Executive Director of the Housing Authority of Prince George's County effective July 15, 2026. Chair Yolanda Hawkins Bautista called for a motion to approve Resolution #1449. Commissioner Shannon motioned to approve resolution #1449 and Commissioner Knight seconded the motion. Resolution #1449 was approved.

- None

- Chair Bautista motioned to adjourn the public meeting at 7:16pm to vote to go into closed session to discuss appointments, employment, and legal matters. By unanimous vote, the Board of Commissioners meeting adjourned the public meeting at 7:17pm. At 7:18pm voting occurred to go into closed session, by unanimous vote the Board of Commissioners voted to go into closed session. The closed session started at 7:18pm. At 7:41pm Chair Bautista motioned to adjourn the closed session and vote to open back the public meeting. By unanimous vote the Board of Commissioners adjourned the closed session. The Board voted unanimously to open back up the public session at 7:42pm. Chair Bautista then motioned to adjourn the public meeting at 7:45pm. By unanimous vote, the Board of Commissioners adjourned the public meeting at 7:47pm.

August 26/91

Nicole G. Garrett
Interim Executive Director/Secretary