

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, May 19, 2025

Minutes

Present:

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

Staff:

Jessica Anderson-Preston, Executive Director, HA
Charlene Wills, General Counsel, HA
Jacqueline Massiah, Accounting Services Manager, HA
Crystal Harris, Director Property & Asset Management, HAD
Crystal Ford, Client Services, HAD
Ray Nix, Consultant, Development & Modernization, HA
Jerry Zanelotti, Construction Manager, HAD
Dante Clark, Procurement Officer, HA
Nicole Garrett, 504 Program Officer, HA
Alana Speed-Harris, Human Resources
Mugure K. Crawford-Recorder

Guest: DCAO Angie Rodgers, CEX

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

Call to Order: Commissioner W. Marshall Knight called the meeting to order in person at 5:33pm declaring a quorum with the following Commissioners present: Commissioner Cherice Shannon, Commissioner Theodos, and Chairwoman Yolanda Hawkins-Bautista were all in person, Commissioner Layton Wilson, and Commissioner Regina Nadir attended the meeting virtually.

Approval of Minutes: Commissioner W. Marshall Knight called for a motion to approve the May 19, 2025 minutes. Commissioner Shannon motioned to approve the minutes and Commissioner Nadir seconded the motion. Commissioner Knight abstained from the vote. The April board minutes were approved.

Reports by Executive Director:

- Executive Director Jessica Anderson-Preston provided the board with Agency-Wide updates for the Housing Authority.
- ED Anderson-Preston provided Agency Plan presentation and Cottage City site visit

- updates to the board.
- ED Anderson-Preston briefed the board on the hiring/onboarding of two (2) Full-time Property Managers for the agency
- ED Anderson-Preston briefed the board on a minor fire incident that occurred at 1100 Owens Road property on Sunday, May 18, 2025.
- No further comment or discussion was expressed by the board.

Development

Development and Modernization Consultant, Ray Nix presented the Development & Modernization report for April 2025:

- No further comment or discussion was expressed by the board.

Procurement

- Procurement Officer, Dante Clark presented the Procurement Report for the month of April 2025:
- No further comments or discussion occurred with the Board.

Housing Choice Voucher Program:

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

- Follow up question occurred with Commissioner Knight and Theodos regarding the ending of the Emergency Housing Voucher program through HUD. Carolyn Floyd responded

Housing Assistance Division:

Crystal Harris, Director of Property & Asset Management presented the HAD report for the month of March as follows:

- There were no move-ins and three (3) move-outs for the month of May 2025

PHA-wide

- Follow up discussion occurred with the Board regarding the fire incident at 1100 Owens Rd. on May 18, 2025 regarding damages to units and whether or not this occurrence is considered as a lease violation. Crystal Harris responded.

Occupancy/Recertification

- For April there were nineteen (19) re-certifications completed, twenty-four (24) recertifications due.
- Ms. Harris presented the Vacancy Report for March reporting an overall occupancy rate of 93%.

Client Services

Crystal Ford presented the Client Services report for April 2025 as follows:

- Follow up discussion occurred with the Chair Bautista regarding the HAI Group scholarship for PH/HCV high school students. Crystal Ford responded.

Resident Fulfillment Log

- No new updates currently for the Resident Fulfillment log

Financial Report

Accounting Services Manager, Jacqueline Massiah reported on key highlights for the month ending April 30, 2025:

- Jacqueline Massiah noted a correction that needed to be made to page 26 of the Financial Report.
- No further comments or discussion occurred with the Board.

New Business

- None

Public Comments:

- None
- Chair Bautista motioned to adjourn the public meeting by unanimous vote, the Board of Commissioners meeting adjourned at 6:15pm.

Attest/ Witness:

Euron Blackwell

Miguel R. Cruz

Yolanda Hawkins-Bautista

Yolanda Hawkins-Bautista
Chairwoman