The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, September 28th, 2026

Minutes

Present:

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

Staff: **Regina Stone-Mitchell, Executive Director, HA**
Nicole Garrett, Associate Director, HA
Charlene Wills, General Counsel, HA
Carolyn Floyd, Director HCV Programs, HA
Jacqueline Massiah, Accounting Services Manager, HA
Crystal Ford, Community Developer, Client Services, HAD
Ray Nix, Development Consultant
Jerry Zanelotti, Construction Manager, HAD
Dante Clark, Procurement Officer, HA
Tiffany McNeal, Human Resources
Mugure K. Crawford-Recorder, HA
Janae Lattimore-Recorder. HA

Guests:

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 5:35pm declaring a quorum with the following Commissioners present Commissioner Brett Theodos, Commissioner Layton Wilson , Commissioner Cherice Shannon, and Commissioner Euron Blackwell, and Vice Chair W. Marshall Knight

Approval of Minutes: Chair Hawkins-Bautista called for a motion to approve July 27th 2026 Board minutes. Vice Chair Knight called for a motion to approve the minutes. Commissioner Blackwell seconded the motion. Chair Hawkins-Bautista abstained from the vote. The July board minutes were approved.

Interim Executive Director Report:

- Executive Director Regina Stone-Mitchell briefed the board on agency updates.

- **Development**

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

- Follow up discussion occurred with Commissioner Theodos regarding involvement with the Cottage City Project and the State of Maryland (CDA). ED Mitchell and Mr Nix responded.

Procurement

- Procurement Officer Dante Clark presented the Procurement Report for the month of July 2026:
- Follow up discussion occurred with the board regarding the Property Maintenance Contract, responses for the Auditor RFP, and the Snow Removal solicitations.

Housing Choice Voucher Program:

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

- Ms. Floyd introduced Ms. Chelsea Hayman to the board as the agency's HCV Deputy Manager
- Follow up discussion occurred with Commissioner Theodos regarding the Shortfall, ED Mitchell responded and will provide an update during the October board meeting.
- Follow up discussion occurred with the board regarding new PBV contracts for Hill House at Beechfield.
- Follow up discussion occurred with Commissioner Theodos requesting report modifications to reflect New and Old Vouchers,

Crystal Harris, Director of Property & Asset Management reported brief HAD updates for the months of July/August 2026, with the following updates :

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

PHA-wide

- Follow up discussion occurred with the Board regarding General Counsel Charlene Wills assist Ms Harris by reaching out to PEPCO to repair the damaged Chiller equipment due to the power outage that occurred at Owens Road by PEPCO.

Occupancy/Recertification

- The Vacancy Report for June reporting an overall occupancy rate of 78%.

Client Services

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

- No Further comments or questions occurred with the Board.

Resident Fulfillment Log

- No new updates currently for the Resident Fulfillment log

Financial Report

Jacqueline Massiah reported on key highlights for the month ending August 31, 2026:

- Follow up discussion occurred with the Board regarding scheduling of the Annual audit interview with Chair Bautista.
- Follow up discussion occurred with the Board regarding the agency being locked out of ELOCCS.
- Follow up discussion occurred with Commissioner Shannon regarding scheduling of an Operations Committee Meeting for October 2026.

New Business

- HCV Manager Carolyn Floyd presented Resolution #1452, a Resolution to update the newly published fiscal year (FY) 2027 Payment Standards for all programs funded by the Housing Choice Voucher Program. Chair Yolanda Hawkins Bautista called for a motion to approve Resolution #1452. Commissioner Shannon motioned to approve resolution #1452 and Commissioner Wilson seconded the motion. Resolution #1452 was approved.
- HCV Manager Carolyn Floyd presented Resolution #1453, a Resolution to approve the Section 8 Management Assessment Program (SEMAP) Certification in compliance with regulations governing the Housing Choice Voucher Program. Chair Yolanda Hawkins Bautista called for a motion to approve Resolution #1453. Vice Chair Knight motioned to approve resolution #1453 and Commissioner Theodos seconded the motion. Resolution #1453 was approved.
- Associate Director Nicole Garrett presented Resolution #1454, a resolution Ratifying and Reapproving of the FY 2024 Annual Plan. Chair Yolanda Hawkins Bautista called for a motion to approve Resolution #1454. Vice Chair Knight motioned to approve resolution #1454 and Commissioner Blackwell seconded the motion. Resolution #1454 was approved.
- Associate Director Nicole Garrett presented Resolution #1455, a resolution Ratifying and Reapproving of the FY 2025 Annual Plan. Chair Yolanda Hawkins Bautista called for a motion to approve Resolution #1454. Vice Chair Knight motioned to approve resolution #1455 and Commissioner Shannon seconded the motion. Resolution #1455 was approved.
- Associate Director Nicole Garrett presented Resolution #1456, a resolution Ratifying and Reapproving of the FY 2026 Annual Plan. Chair Yolanda Hawkins Bautista called for a motion to approve Resolution #1456. Vice Chair Knight motioned to approve resolution #1456 and Commissioner Wilson seconded the motion. Resolution #1456 was approved.

Public Comments:

- **1. Briejon Smith (County Resident)**-Ms Smith attended the meeting to address concerns regarding how to find out her status on the HCV Waitlist. Ms Floyd met with Ms Smith and provided her additional guidance.

Adjournment

- Chair Bautista motioned to adjourn the public meeting at 7:08pm 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 7:09pm. At 7:10pm 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 7:15pm. At 7:58pm 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 7:59pm. Chair Bautista then motioned to adjourn the public meeting at 8:00pm. By unanimous vote, the Board of Commissioners adjourned the public meeting at 8:02pm.

Attest/ Witness:

Yolanda Hawkins Bautista
Chairwoman

Regina Stone Mitchell
Executive Director/Secretary