

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE  
BOARD OF COMMISSIONERS MEETING**

**MEETING MINUTES OF MARCH 17, 2016**

Vice-Chair Hamman called the meeting of the Housing Authority of the County of Butte to order at 2:01 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Patricia Besser, Larry Hamman, Roger Hart, and Anne Jones.

Present for the Staff: Ed Mayer, Executive Director; Roy Peters, Deputy Executive Director; Sue Kemp, Finance Officer; Larry Guanzon, Housing Director; and Mai Vang, Office Assistant II.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Besser moved that the Consent Calendar be accepted as presented. Commissioner Hart seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

- 4.1 Email from HUD Assistant Secretary Ramirez dated February 29, 2016 regarding Board of Commissioners responsibility and online training curriculum – Commissioners were reminded of their responsibilities in representing the HACB, and made aware of an on-line training curriculum provided through HUD - “*Lead the Way: PHA Governance and Financial Management*”. The training materials cover Commissioner responsibilities and duties, including financial considerations. Executive Director Mayer indicated the training could be completed at home, with an internet connection, or in the main office utilizing HACB equipment and connections. Should a Commissioner seek to engage the training at the office, they need to contact Executive Assistant Tamra Young to make arrangements.

## 5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Family Self-Sufficiency (FSS) Graduate – Recognition of FSS Grad, Eric Forrester. Eric Forrester was not present; however, a brief introduction of the participant was given by Executive Director Mayer. Mr. Forrester came to the HACB through the VA as a HUD-VASH participant, homeless with no income. Within a year he had elected to participate in the Section 8 Family Self Sufficiency program, and secured a temporary, then permanent, teaching position in the local school district. He anticipates exiting the Section 8 program this June.

### **\*RESOLUTION NO. 4612\***

Commissioner Anderson moved that Resolution No. 4612, recognition of graduate by reading of title only: “RECOGNITION OF FSS GRADUATE, ERIC FORRESTER”. Commissioner Hart seconded. The vote in favor was unanimous.

- 5.2 Farm Labor Housing - Executive Director Mayer discussed the USDA-RD’s request to hold an Open House to celebrate the completion of the rehab units for the first set of buildings in Phase I. The Open House may be scheduled for the beginning of April and two commissioners were asked to be present. Commissioner Hamman will have to check his schedule and will get back to Executive Director Mayer.

Commissioner Anderson asked about the percentage of residents unaffected by the rent increase and the ineligible tenant waiver. Housing Director Guanzon responded that there were twenty-one residents that were not on rental assistance, who are subject to rent increases. In the course of unit rehab work, ineligible tenants have been relocated to units falling in the latter phases of the planned work, so that eligible households can occupy the newly renovated units.

- 5.3 Homeless Initiatives – Executive Director Mayer informed that HACB received notice from HUD granting an award of \$521,000 for the year to Butte Countywide Homeless Continuum of Care agencies, including nine different housing projects. The HACB’s thirteen-unit funding increment providing project-based rental assistance to the Esplanade House’s transitional housing program was not funded because of HUD’s changing grant priorities. The City of Chico has authorized HACB to use its TBRA program funds to assist those units.

The county will be holding a forum on homelessness on April 15<sup>th</sup> and has invited HACB to speak. The Butte Countywide CoC MOU is now expired, so the CoC’s part-time Coordinator position is no longer functional for lack of local funds; however, Executive

Director Mayer's seeks to see funds secured for a full-time CoC Coordinator, necessary to ensure take-down of the federal homeless monies, under the HEARTH Act's increased protocols.

Commissioner Hart mentioned the Torres Shelter's announcement of funding shortfalls, and was concerned about any impacts to the HACB. Executive Director Mayer indicated the Torres Shelter appeared to be finding the resources necessary to fill its short term funding gap, and that its work with the HACB remains intact and consistent with past practice.

- 5.4 Aloha Lodge – Executive Director Mayer briefed the board on the Aloha Lodge, an old hospital building in Paradise being converted into 10-14 single occupancy apartments. Executive Director Mayer, along with Behavioral Health, went to see the property, with a possible master lease/option to purchase in mind. The property is well located, close to parks and services, and could serve the housing needs of seniors, veterans, and/or special needs populations well. The property is of particular interest because of the shortage of available housing in the area, particularly one-bedroom and studio units.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

- 8.1 NorCal/Nevada NAHRO Conference, Napa, January 25-26, 2016 – Executive Director Mayer and Housing Director Guanzon attended the conference. Executive Director Mayer reported that seventeen housing authorities were in attendance. Wait list management and homeless initiatives were conference topics. Keynote speakers spoke to generational differences, and the 2007 Virginia Tech shooting. HACB received two (2) regional HUD awards: 2015 Low Rent Program of the Year, and 2015 Special Achievement Program Management VASH. The HACB was also acknowledged as HUD “High Performer” in administration of its Low Rent Public Housing and Housing Choice Voucher programs in 2015.

8.2 CAHA Annual Conference, Anaheim CA, February 4-6, 2016 – Executive Director Mayer attended. He reported that information received included updates on CTCAC tax credits, CDLAC bonds, Cap and Trade activities, HUD’s Affirmatively Furthering Fair Housing initiative, use of homeless preferences in Wait List administration, considerations regarding use and application of background checks in program admissions, HUD Rental Assistance Demonstration program, and proposed law that would make it illegal for landlords to deny housing simply because a household possesses a Section 8 Voucher.

8.3 NAHRO Leadership Conference, Fort Worth TX, February 11-13, 2016 – Executive Director Mayer attended the conference. He reported that there were thirty in attendance. Work focused on finalizing NARHO’s national Mission and Value Statements, and review of NAHRO’s national Strategic Directions. The Strategic Directions were refined and reduced in number to 17, from 23 total. Additionally, Executive Director Mayer toured select Fort Worth Housing Authority properties and met with their new Executive Director.

## 9. REPORTS FROM COMMISSIONERS

None.

## 10. MATTERS INITIATED BY COMMISSIONERS

None.

## 11. EXECUTIVE SESSION

None.

## 12. COMMISSIONERS’ CALENDAR

- AB1825 Preventing Sexual Harassment Training, Thursday April 7<sup>th</sup> at 9:00 a.m. – Commissioners were invited to join HACB Employee Meeting for the sexual harassment training, required of Commissioners and Management staff every two years.
- Next regular meeting – April 21, 2016.
- PSWRC-NAHRO Annual Conference/Commissioner Fundamentals training, Sacramento, May 16-17, 2016 – Executive Director Mayer briefed the commissioners on the training.

The training includes a fully day on the 16<sup>th</sup>, and half day on the 17<sup>th</sup>, allowing working Commissioners to attend with minimum impact to their work week. Those that are interested need to contact Executive Assistant, Tamra Young.

### 13. ADJOURNMENT

Commissioner Hart moved that the meeting be adjourned. Commissioner Anderson seconded. The meeting was adjourned at 2:40 p.m.

Dated: March 17, 2016.

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Laura Moravec, Board Chair

ATTEST:

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Edward S. Mayer, Secretary