Commissioners Stewart, Styles, Dalessio, Rangel, Bilek, and Williams all were present for the retreat.

**CAL-CARD ORIENTATION**

A. Barbara Mulholland

Ms. Mulholland gave a brief orientation on the rules and regulations for Commissioner Cal-Cards and passed out hand-outs with this information.

**STUDY SESSION**

A. Commissioners Travel

This item was post poned until Part II of the Board Retreat which will be held on December 5, 2007.

B. Confidential Requirements

The board had a long discussion on this item and it was determined that the Board of Commissioners should have all information including confidential information, available to them when requested. The Board sets the policies and therefore would like to be informed of critical information at all times.

1. No confidential items to be kept from the Board of Commissioners
2. Board would like to staff to provide any HUD rules or Policy or law that are in writing which state that Commissioners cannot have access to confidential files or information.
3. Get rid of the policy and have items confidential items discussed in closed session as requested by the Board.
4. Agendize Confidential Requirements –

C. Complaints

This item will be combined with Confidential Requirements item and placed on the agenda for board review. It was decided that nothing should be kept confidential to Commissioners in the agency.

D. Cost of Eviction Notice Delivery

* Chair requested a breakdown of Legal costs
* Samples of 4-5 months of bills

Board discussed the issue that legal counsel promised a close rate of $500 for 85% of evictions. Staff will be directed to contact legal counsel and ask about the promise they made to Chair.

* Agendize the breakdown of reports on Cheryl’s costs.
* Review legal contract
* Board wants to talk to legal counsel about the agreement that was made to have Tom handle board issues and Cheryl to handle evictions and personnel items only.

E. Mediation Center Donation Plan

Commissioners came to an agreement to give the Mediation Center $1000 a month to help their need to continue serving our clients. It was decided to have this item placed on the next full board agenda for discussion and approval.

F. Ethics & Responsibilities of Commissioners

Long discussion took place on this item and it was decided that Commissioners would follow protocol on any issues that came directly to them and turned over to the Executive Director for follow up. Commissioners want staff to bring back to the board an update of any complaints or concerns from clients and or employees so that they are aware of outcome.

G. Review Bylaws
H. **Following HUD Regulations**
   Board would like staff to bring back any information in writing that states any HUD regulations or any policy regarding confidential information not being available to Commissioners.

I. **MCHI**
   Commissioners agreed on pushing MCHI for results. They discussed two vacant slots that needed to be filled for their board and submitted two names.
   1. Maria Orozco
   2. Williams

J. **Lease Agreement for 134 Rossi**
   Commissioners would like to know from staff whether or not the contract was extended to include different outside agencies. They talked about a possibility of raising rents. This item will be brought to the full board for discussion.

K. **Restructure Development Committee**
   Commissioners discussed the restructure plan of separating the Development department from the Housing Authority. Mr. Nakashima came in to give a presentation on the plan and discussed it with Commissioners.

L. **Confidential Complaints**
   See item C. This item will be placed on the full board agenda for discussion.

**COMMISSIONER COMMENTS:**
Commissioners decided to hold a Part II of the Board Retreat at a later date and time to continue discussion on some of the items.

**ADJOURNMENT**
The meeting adjourned at 2:00 p.m.