Commissioners met at the Central Office. Chair Mary Jo Zenk called the meeting to order at 5:02 p.m. Present: Chair Mary Jo Zenk, Vice Chair Elizabeth Williams, and Commissioners, Tom Espinoza, Kathleen Ballesteros, Viviana Gama. Absent: Commissioner Kevin Healy and Rita Dady. Also Present: Jean Goebel, Secretary, Executive Director, Lynn Santos, Director of Finance; Pat Wyatt, Human Resources Manager; Jodi Ruelaz, Housing Programs Manager, Shannon Tonkin, Housing Management Manager; and Starla Warren, Fee-for-Service Director of Development. Recorder: Amanda Pina

COMMENTS FROM THE PUBLIC: None

PRESENTATIONS

Chair Mary Jo Zenk announced a service award for Mercedes Somilleda for 10 years of loyal service. Ms. Somilleda was present at the Board meeting. The Board congratulated and thanked Ms. Somilleda for her years of service.

CONSENT AGENDA

A. Resolution 2868: Authorization to Contract with Sun Street Centers for Supportive Services at Pueblo Del Mar.
B. Resolution 2869: Authorization to Apply for Super NOFA for Continuum of Care – Supportive Housing Program.
C. Resolution 2870: Authorization to Apply for Shelter Plus Care #2 Grant Renewal FY2016

Upon motion by Commissioner Espinoza, seconded by Commissioner Ballesteros, the Board approved the Consent Agenda. Motion carried with the following roll-call vote:

AYES: Espinoza, Ballesteros, Zenk, Williams, Gama
NOES: None
ABSENT: Healy, Dady

REPORTS OF COMMITTEES

* Personnel Committee: Commissioner Williams reported all items from this committee were on the Consent Agenda.
* Finance/Development Committee: Commissioner Gama reported all items from this committee were on the Agenda.
* Monterey County Housing, Inc.: Mr. Rose reported they had their monthly meeting and budgets were discussed.
* Affordable Acquisitions: Same as MCHI
* Sunrise House: Commissioner Espinoza reported they had their regular Board Meeting July 14th, their budget was considered unstable by $85,000 mostly due to legal fees. In the August meeting they will have a closed session with the Attorneys due to a motion for summary judgement.

REPORT OF SECRETARY

A. Executive Report

Ms. Goebel reported the annual plan has been accepted by HUD. We received grant documents from HUD to sign for PDM and Shelter Plus Care. Our data submission for public housing is zero because we no longer have Public Housing after the RAD conversion.
NEW BUSINESS

A. Approval of the current Conflict of Interest Code as reviewed July 2016

Ms. Goebel reported on behalf of absent Clerk of the Board Sandy Tebbs. There are no changes to the Conflict of Interest forms. Ms. Warren commented the Board of Supervisors may want to review the Conflict Of Interest form. Ms. Goebel will have Ms. Tebbs report back to the Board on this matter when she returns.

No action taken.

B. Resolution 2871: Resolution Approving the Operating Budget for the Fiscal Year Beginning July 1 and Ending June 30, 2017

Ms. Santos explained the budget and assumptions to the Board. Commissioner Williams inquired about the Commissioner Budget and was informed by staff the budget was in the full budget packet as presented. Ms. Santos added the reports look different now that we are out of public housing. The Section 8 program breaks even after Management fees, however the Program does have reserves. Ms. Santos relayed a loss related to Pueblo Del Mar and that HACM overhead is operating at a loss. Commissioner Williams inquired on the HELP Loans asking Ms. Warren which HELP Loan was paid off. Ms. Warren responded the Loan with the lowest balance was paid in full.

Upon motion by Commissioner Williams, seconded by Commissioner Gama, the Board approved the Operating Budget for the Fiscal Year Beginning July 1, 2016 and Ending June 30, 2017. Motion carried with the following roll-call vote:

AYES: Williams, Gama, Zenk, Espinoza, Ballesteros  
NOES: None  
ABSENT: Healy, Dady

INFORMATION

A. Finance Report

Ms. Santos clarified there was nothing to add to the Finance Report, it was all covered under the budget item.

B. Human Resources Report

Ms. Wyatt reported all the information is on the report. Chair Mary Jo Zenk thanked the HACM staff for getting up to date on the evaluations.

C. Development Report

Ms. Warren reported relocation for the RAD transaction has begun at Los Ositos, she added we are still very early in the process for Castroville and there’s much work to be completed.

D. Property Management Report

Ms. Tonkin reported she didn’t have anything else to add to her report. To query, Ms. Tonkin stated that as Ms. Warren had previously mentioned in the Development Report that they started relocating residents at Los Ositos. Residents are satisfied with the temporary housing. Ms. Tonkin made it clear this is only a temporary solution. For OMS we did the resolution for this.

E. Housing Programs Report

Ms. Ruelaz reported they brought in 400 people to purge for preferences on the Section 8 waitlist. She added the Housing Programs Department is concentrating on lease up. They have begun to receive referrals for the Homeless Set Aside Program. She is looking to bring in some temporary part time help to assist with owner recruitment. To query they are working on updating the Admin Plan which she expects to bring to the August Board meeting for approval.
Lastly, Ms. Ruelaz presented a flyer from NAHRO to show the picture from the event.

F. Retreat Goals

Ms. Goebel reported the Ad-Hoc Retreat Committee met and members discussed that the facilitator be Terry Feinberg from Moxxy Marketing. The Board will be looking at our goals and objectives in a macro view instead of a micro view. Commissioner Espinoza inquired when the Committee will meet again. Ms. Goebel responded August 17th at 2:00 PM.

The Board convened to Closed Session at 5:40 p.m.

CLOSED SESSION

The Board of Commissioners met in Closed Session for the following purpose and reason:

A. Government Code Section 54956.9 (a) Las Palmas Ranch v. HACM
   Session was cancelled

B. Government Section 54957.6: CONFERENCE WITH LABOR NEGOTIATORS
   AGENCY DESIGNATED REPRESENTATIVES: Lynn Santos, Pat Wyatt, Joni
   Ruelaz, and Jean Goebel
   EMPLOYEE ORGANIZATION: Service Employees International Union 521
   ACTION: No action taken.

The Board reconvened to regular session at 5:55 p.m.

COMMISSIONER COMMENTS

Commissioner Gama thanked the Staff for all of their work. Furthermore she thanked employee Mercedes Somilleda for 10 years of service.

Commissioner Espinoza apologized to the Ad-Hoc Committee for his absence to the recent meeting.

Commissioner Ballesteros thanked Ms. Warren for answering her questions, she states she likes to take an opportunity to learn something new.

Commissioner Williams congratulated employee Mercedes Somilleda for her years of service, she thanked the staff for their work in the relocation of the residents at Los Ositos, thanked Amanda Pina for filling in for Clerk of the Board Sandy Tebbs, she requested Amanda to get a card for Ms. Tebbs and send it on behalf of the Board wishing her a speedy recovery.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:01 p.m.

Chairman

ATTEST:

Secretary

Date 8-23-16