ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD MARCH 27, 2017

Commissioners met at the Central Office. Chair Mary Jo Zenk called the meeting to order at 5 p.m. Present: Chair Mary Jo Zenk, Vice Chair Kathleen Ballesteros and Commissioners Elizabeth Williams, Kevin Healy, Tom Espinoza, and Viviana Gama. Absent: Commissioner Rita Dady. Also Present: Jean Goebel, Executive Director; Lynn Santos, Director of Finance; Joni Ruelaz, Housing Programs Manager; and Pat Wyatt, Human Resource Manager. Recorder: Sandy Tebbs.

PRESENTATION:
Service Award: Chair Zenk presented a 20-year service award to Elvis Caroro; the Board thanks Mr. Caroro for his many years of loyal service to HACM.

COMMENTS FROM THE PUBLIC: None
Chair Zenk opened the Public Hearing at 5:03 p.m.

PUBLIC HEARING
A. PHA Certification of Compliance with the PHA Plan and Related Regulations (2017)
There were no public comments.
Chair Zenk closed the Public Hearing at 5:04 p.m.

CONSENT AGENDA
A. Minutes – Approval of Minutes of the Regular Board Meeting held February 27, 2017
B. Resolution 2890: Finance Director Job Description Revision and Authorization to Hire Search Firm for Replacement

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

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

REPORTS OF COMMITTEES
Personnel Committee: Commissioner Ballesteros reported the item is on the consent agenda.
Finance/Dev Committee: Commissioner Williams reported items are on the agenda.
Monterey County Housing, Inc.: Mr. Rose reported MCHI met on March 15, 2017 at the HDC building and their Board has decided to have their meetings at the HDC location; their next meeting is May 16th and they will have election of officers.
Sunrise House: Commissioner Espinoza reported Sunrise House Board met March 20th and appointed Clem Donaldson as their new Executive Director; Ms. Magana took another position at a local school district. There will be a detailed report in the closed session.

REPORT OF SECRETARY
A. Executive Report: Ms. Goebel reported HACM signed the contract for the conversion to the cloud by Yardli, the leadership council for the Continuum of Care for Monterey County approved the transfer of the Shelter Plus Care grant to Interim, Inc., and the MOA for Assessment of Fair Housing is on the agenda.

NEW BUSINESS
A. Resolution 2891: PHA Certification of compliance with the PHA Plan and Related Regulations (2017)
To query on soliciting the public for comments during each agenda item, Staff replied there is a sign-up sheet that the public can sign to speak in public comments and/or on an agenda item.
March 27, 2017

Upon motion by Commissioner Williams, seconded by Commissioner Gama, the Board adopted Resolution 2891, approving the Agency Annual Plan 2017. Motion carried with the following roll-call vote:

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

B. Resolution 2892: Authority to enter into MOA with Local Jurisdictions to Complete the Assessment of Fair Housing as Required by HUD for the Five Year PHA Plan

Upon motion by Commissioner Espinoza, seconded by Commissioner Healy, the Board adopted Resolution 2892, approving and authorizing the Executive Director to enter into the Memorandum of Agreement to complete the Assessment of Fair Housing as required by HUD and the Five Year PHA Plan. Motion carried with the following roll-call vote:

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

C. Resolution 2893: Approving financing Application to California Lending for Energy and Environmental Needs (CLEEN)

Upon motion by Commissioner Healy, seconded by Commissioner Ballesteros, the Board adopted Resolution 2893, approving the revised language stating HACM would accept the loan from CLEEN if it is offered. Motion carried with the following roll-call vote:

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

D. Suarise House Appointment: Chair Zenk appointed Ms. Goebel as the HACM Representative to Sunrise House and Commissioner Healy as the Alternate Representative.

INFORMATION

A. Finance Report: Ms. Santos reported she had nothing to add to her report.

B. Human Resources Report: Ms. Wyatt reported she had nothing to add to her report.

C. Development Report: Ms. Rose reported there was nothing to add to the Development Report. Ms. Sahagun replied to query on the CLEEN loan that there would be a new RFP going out.

D. Property Management Report: Ms. Goebel reported she had nothing to add to Ms. Tonkin's report.

E. Housing Programs Report: Ms. Ruelaz reported her department is getting ready to open several wait lists and will use the lottery system; it looks like every two years they will need to do this to keep the wait lists up to date. She further reported they signed an AHAP with Mid-Pen Housing for their 18 units in Monterey. To query regarding Section 8, Staff responded there will be cuts but maybe not as severe as they seem now.

F. Strategic Goals

Commissioner Healy responded that Goal 1 was addressed at the Board of Governance Ad Hoc meeting with direction given to the Executive Director to bring recommendations for additional efficiency for our programs. Goal 2 to reach out to newly elected officials was responded to by the Clerk of the Board that she had not received all the information from the Commissioners but there are two possible city councils to visit, Del Rey Oaks and Salinas. Commissioner Ballesteros noted she would be scheduling to meet with her Supervisor. Ms. Goebel requested the Clerk of the Board also check with the newly elected officials and California Assembly member Anna Caballero. Ms. Wyatt responded to Goal 3 that positions have been defined for the compensation study and places for obtaining good comps plus we will be talking to CHISPA who is also doing a comp study. It was noted that Goal 5 was addressed tonight and Goal 6 has
been started with the completion previously of the plan for the Executive Director. Ms. Goebel noted that Goal 7 has not been started yet.

The Chair of the Board adjourned the meeting at the Call of the Chair at 5:33 p.m. to allow the Housing Development Corporation to conduct their meeting before closed session.

The Chair of the Board reopened the meeting at 5:45 p.m. and the Board immediately convened to Closed Session.

CLOSED SESSION:

The Board of Commissioners met in Closed Session for the following purposes and reasons:

A. Government Code Section 54956.9(d)(1) Existing Litigation
ACTION: Nothing to report.

B. Government Code Section 54956.9(a) Las Palmas Ranch v. HACM
ACTION: Nothing to report.

C. Government Code Section 54957(b) Personnel Matters
ACTION: Nothing to report.

The Board of Commissioners reconvened to regular session at 6:40 p.m.

COMMISSIONER COMMENTS:

Commissioner Espinoza commented he had met with Supervisor Adams and had advised her that he would not be seeking reappointment. He stated he would miss everyone.

Commissioner Gama commented she would miss Commissioner Espinoza; he was the first one she saw when she interviewed for the Commissioner position.

Commissioner Ballesteros congratulated Mr. Caroro for his 20 years of service; she stated it would not be the same without Commissioner Espinoza and she would miss him.

Commissioner Williams thanked Commissioner Espinoza for all the years he has served on the Sunrise House Board; he has done a wonderful job. Commissioner Williams further stated it will not be the same without Commissioner Espinoza and she has come to rely on him a lot in these last years. She will miss him. Commissioner Williams next thanked Mr. Caroro for his 20 years of service to HACM.

Commissioner Healy reiterated what had been said. He thanked everyone for the clarification about the public comments at the Board meetings. Commissioner Healy congratulated Mr. Caroro for his 20 years of service. He next stated for the record he is honored to have served on the Board with Commissioner Espinoza and he wishes nothing but the best in his future endeavors for him and his family.

Commissioner Zenk thanked Commissioner Espinoza for serving on the Board and for his time; she stated she will miss him. She congratulated Mr. Caroro for his 20 years of service to HACM. She noted it was good news about the money for the Castroville Farm Labor.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:46 p.m.

Kathleen Ballesteros
Vice Chairman

ATTEST:

Secretary

4-25-17

Date