

OMAHA HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
1805 Harney St, Omaha, Nebraska 68102
8:30 a.m. August 25, 2016

Chair Jennifer Taylor called the meeting to order at 8:32 a.m. The meeting falls under the Open Meetings Act and copies of the law were available near the entrance of the room.

Staff Present: Judith Carlin, Gale Sayers-Proby, Brian Hansen, Greg Knudtson, Steve Schrader, Philisa Smith, Sal Issaka, Susan Gilroy, Terence Jackson, Abe Lytle, Dora Mesa

ROLL CALL: Commissioners Present: Jennifer Taylor, Chair
Karen Watson, Vice Chair – arrived at 9:30am
Jamie Berglund
George Achola
David Levy

Commissioners Absent:

PUBLIC COMMENTS. None.

A. REPORT OF THE INTERIM CHIEF EXECUTIVE OFFICER—Judith Carlin

Ms. Carlin introduced guest speaker Ann Goldstein and Tracy Mitchell from the Outstanding Young Leadership Scholarship Committee. Ms. Goldstein shared that two Omaha Housing Authority housing students were awarded Book Scholarships. Awardee Terry Thomas graduated from North High and is attending Peru State College. Awardee Jayla Huey graduated from Central High School is attending University of Nebraska Lincoln.

Ms. Carlin shared that this month's Board cover packet pictured Property Management Department staff. Terence Jackson introduced staff each person in the Work Order and Quality Control Department and talked about their job duties.

Ms. Carlin reported that Dr. Katie Wilson, Deputy Under Secretary for Food, Nutrition and Consumer Services, USDA visited Southside Terrace on August 3rd to observe the mobile Summer Food Service Program. Dr. Wilson had pictures taken with OHA staff and provided a Certificate of Appreciation.

OHA staff also met with the food bank to discuss additional collaborations to better serve our residents. OHA continues to meet with other community groups. Meetings with Charles Drew continue. Ms. Carlin stated the month of August has been a very busy and productive month.

B. APPROVAL OF CONSENT AGENDA
CONSENT AGENDA:

Commissioner Watson, requested Item 5 be pulled from the Consent Agenda for further discussion.

MOTION by Commissioner Achola, seconded by Commissioner Berglund, approve Items 1 - 4 from Consent Agenda. Motions passed unanimously.

Chairman Taylor – Aye
Commissioner Watson – Aye
Commissioner Achola – Aye
Commissioner Levy – Aye
Commissioner Berglund - Aye

Discussion on Item 5 of Consent Agenda – Resolution Section 8 Administrative Plan Revisions

Commissioner Watson stated, due to association with individuals in the section 8 program would not be voting.

Mr. Achola stated, are preferences being implemented on the Section 8 Administrative Plan. Philisa Smith stated not at this time however, staff are reviewing to implement back into the administrative plan.

Ms. Carlin added that OHA is looking at homeless preferences as well as other preferences and will be moving forward on some additions to the administrative plan.

MOTION by Commissioner Achola, seconded by Commissioner Berglund, approve Item 4 from Consent Agenda. Motions passed 4 – Aye 1 - Abstain

Chairman Taylor – Aye
Commissioner Watson – Abstain
Commissioner Achola – Aye
Commissioner Levy – Aye
Commissioner Berglund - Aye

REPORTS AND DISCUSSION ITEMS:

C. BUDGETS AND FINANCE

1. OHA Financials

Mr. Knudtson reviewed the financials for the major programs, stating Public Housing YTD saw a loss. Section 8 Operating YTD saw a loss. Mr. Knudtson added this is a net zero balance program therefore, by the end of the year with the HUD held reserves received should balance out. Section 8 Administration YTD net income is higher than budgeted. The COCC YTD net income is higher than budgeted.

2. HIO Financials

HIO saw a net loss YTD. A large portion of this is due to payment of the property taxes.

3. AMP Financials

Mr. Knudtson had no specific comments. He opened the discussion for questions

4. Accounts Payable

Mr. Knudtson had no specific comments. He opened the discussion for questions.

Mr. Achola stated, are budget revisions being done for this year. Greg stated, discussed with senior staff and were in agreement to spend the time preparing a more accurate budget to present to the Board.

Commissioner Levy stated, was there an issue as to why the PH Grants and Subsidy are unfavorable. Greg stated, HUD does a Subsidy calculation every year and this year the HUD Subsidy was lower than what was budgeted for 2016. Commissioner Levy asked what are OHA's options to increase HUD Subsidy. Ms. Carlin stated rent income is part of this equation. Subsidy only increases if rents decrease.

D. ASSET MANAGEMENT

Omaha Housing Authority/Housing in Omaha

Mr. Jackson stated, Property Management had 7 properties that were at 100% and 12 properties at 98%. Mr. Jackson stated, our goal was met for leasing versus move-outs. For the 3rd consecutive month the recertification rate was at 98%. Accounts receivable trended up at some of the properties. There were no write-offs this month, interims may have played a factor. Susan and Terence will be meeting with the Zone Managers with increased accounts receivables to focus more on rent collection.

Commissioner Watson asked why there were no write-offs this month. Ms. Carlin stated, The time line to process and when the books were closed this month was very tight therefore, the write-offs will be done next month.

E. HOUSING CHOICE VOUCHER PROGRAM

Ms. Smith stated the Section 8 staff main focus is leasing and bringing in clients on regular basis to the end of the year. Staff is scheduled to move-in to the Harney office by the end of August. Ms. Carlin stated, OHA continues to meet with HUD one month on Public Housing and the other

month on Project Base Vouchers. OHA staff is working with HUD to improve our use of HAP funds and use a small portion of our project base vouchers to reach out to entities that have been awarded tax credit low income housing that have already been through the competitive process requirement and also Veterans vouchers. Commissioner Berglund asked what the timeline was for reaching out to external organizations. Ms. Carlin responded within the next six months.

Commissioner Achola suggested for OHA staff to have a conversation with staff at the Veterans office as to why the additional VASH vouchers that come out every year are being directed to other local housing authorities and not OHA. Commissioner Watson stated, will there be an RFP issued. Ms. Carlin stated yes.

Commissioner Berglund stated Section 8 terminations were down. Ms. Smith stated, this was due to staff changes and the move.

There was a discussion on recruiting more landlords and contacting previous landlords as more landlord participation is needed in the Section 8 program. Commissioner Achola suggested for OHA staff to acquire a list of the Section 42 project low income tax credit units as he believes tenants who qualify cannot be turned away.

F. HOUSING IN OMAHA, INC.

Commissioner Taylor stated in the board packet HIO report covers last month's meeting.

Commissioner Levy updated the Board on HIO property tax appeal. The Douglas County Board continued this item to the next Douglas County Board meeting and was confident the Board would vote on this item.

Commissioner Achola suggested reaching out to the Douglas County Housing Authority for a letter of support. Commissioner Levy stated, OHA staff requested a letter of support from NAHRO. Ms. Carlin stated, OHA had not yet received the letter of support from NAHRO but, there should not be any problem. Brian Hansen stated, this is the fourth time OHA has met with the Douglas County Board and OHA did receive a significant reduction on the valuations previously protested.

G. SUPPORT DEPARTMENT REPORTS

1. Capital Development and Construction

Ms. Carlin stated, OHA staff continues to meet with HUD, MAPA and other regional entities to discuss a partnership with the City of Omaha to complete the Affirmatively Furthering Fair Housing report. It is anticipated the City will provide a final form MOU in September. It will be brought to the Board for approval.

There was a discussion on the Habitat for Humanity Pilot Program. Ms. Carlin stated staff continues to work on the OHA Habitat for Humanity Pilot Program. She confirmed

there is adequate funding in the homeownership program account to pay for the renovations for the pilot units.

Harney Street renovation project currently is still in process and is close to being completed.

Commissioner Taylor stated, she wanted to take the opportunity to inform the OHA Board of Commissioners that city housing redevelopment issues that involve OHA are not brought to the attention of staff in her office and just wanted to make the Board aware of this.

2. Procurement/Contracting

Mr. Schrader commented that there were four (4) proposals were received for the Strategic Planning RFP. These will be evaluated by staff and brought to the Strategic Planning Committee for recommendation. OHA PHA Plan has to be submitted to HUD in 30 days.

3. Human Resources

Ms. Sayers-Proby stated, senior staff will be attending a retreat on September 7th. All OHA staff should be moved in by next week and Board members are welcomed to take a tour of the renovated basement.

4. Family and Community Services

Mr. Issaka commented that OHA was selected to receive an award for four (4) coordinators for FY2016 in the Family Self-Sufficiency Program. He reviewed the REACH program and noted that collaboration between OHA and Creighton University Reach Program and the CDC was successful. As part of the REACH program stairwells and common areas at Park North and South were painted to encourage activity. Resident ambassadors for help promote the CDC physical activity program.

Mr. Issaka noted that a representative from the HUD office from Des Moines, IA will be conducting a Homeownership training for staff in October.

He also discussed the Department Labor of Food and Nutrition (USDA) unannounced inspection. The Department of Education has requested the Food Bank to expand the food program through the school year. OHA is in the process of obtaining a certificate of occupancy to continue the food program.

5. Public Safety

Ms. Peters presented her report and stated staff is busy with completing background checks and scheduling inspections.

6. Legal

Mr. Hansen presented his report and requested item #5 and item #8 be discussed in executive session. There were no other comments.

EXECUTIVE SESSION

MOTION by Commissioner Levy, seconded by Commissioner Watson, to move into Executive Session at 9:40 a.m. for real estate, personnel and legal matters. Motion passed unanimously.

Chairman Taylor - Aye
Commissioner Achola - Aye
Commissioner Watson - Aye
Commissioner Levy - Aye
Commissioner Berglund – Aye

MOTION by Commissioner Taylor, seconded by Commissioner Berglund, to come out of Executive Session at 10:14 a.m. Motion passed unanimously.

Chairman Taylor - Aye
Commissioner Watson - Aye
Commissioner Berglund - Aye
Commissioner Achola - Aye
Commissioner Levy – Aye

Training was conducted on the emeeting service.

ADJOURNMENT

MOTION by Commissioner Levy, seconded by Commissioner Achola, to adjourn the meeting at 11:11 a.m. Motion passed unanimously.

Chairman Taylor – Aye
Commissioner Watson - Aye
Commissioner Berglund - Aye
Commissioner Achola - Aye
Commissioner Levy – Aye

The meeting was adjourned at 11:11 a.m