

November 19, 2014

**The Board of Commissioners held its Regular Meeting on
Wednesday, November 19, 2014**

**In the Forand Manor Conference Room – at 5:15pm for the following
reasons:**

- 1. Meeting Called to Order**
- 2. Roll Call**
- 3. Resident/Community Concerns or Comments**
- 4. Approval of Minutes of Previous Meeting of October 29, 2014**
- 5. Executive Summary**
 - Grant Funding Update**
 - Pest Control**
 - SEMAP – Audit Review by HUD**
 - Modernization and Funding Obligation Updates – CFP**
 - Upcoming Conferences - NAHRO/NERC/PHADA**
- 6. Consent Agenda – Department Reports**
 - Financial Management**
 - Housing Management**
 - Leased Housing**
 - Maintenance / Modernization update**
- 7. Resolution – VFW – Signature approval for ED closing documents**
 - Closing 11/25/14**
 - Section 8 Payment Standards**
- 8. Forand Wilfrid Manor – Increase Revenue/Rental**

9. Partnerships

- **Promise Zone**
- **Health Equity Zone**

10. Bid Award Review and Possible Approval

- **Camera Upgrades**

11. Executive Session: A portion of this meeting may be held in Executive Session pursuant to 42-46-5 (a)(1) and 42-46-5(a)(2) of the General Laws of the state of Rhode Island to discuss the following:

Potential litigation

Personnel Concerns

12. Adjournment

Meeting Called to Order

The meeting was called to order at 5:28pm by Chairperson Flynn.

Upon a Roll Call, those “Present” and “Absent” were as follows:

Present

Absent

Paul Charette, Vice Chairman

Cornelius Flynn, Chairperson

Lucia DeGamma, Therriault, Commissioner

Gladys Burns, Commissioner

Jackeline Parra, Commissioner

Others in attendance

Attorney Raymond Marcaccio

Tina Sullivan, Executive Director

Paula Llera-Delgado, Executive Administrative Assistant

Sue Levasseur, PH Manager

Bill Aunchman, Maintenance Manger

Bridgett Duquette, Finance Manager

Sr. Lorraine, Resident

Sr. Beatrice, Resident

Dennis Constantineau, Resident

Public Comment or Concern: Wilfrid resident Dennis Constantineau requested to know the names of the people/or person who made the complaints about the congregating in the lobby. Executive Director Sullivan stated that it is kept confidential, and it would not be made

public. There being no further questions or public comment Chairman Flynn moved to the next item on the agenda.

Approval of Minutes:

Chairman Flynn asked if there were any questions or concerns regarding the regular meeting minutes of the previous meeting October 29th 2014. There being no questions or concerns, a motion were made by Commissioner Parra to approve 10/29/2014 minutes, the motion was seconded by commissioner DaGamma and carried by all present.

Executive Director Sullivan requested to move line item #10 to line item #5. Chairman Flynn asked for a motion to move the line item # 10 to line item #5. There being no questions or concerns a motion was made to move the line item on the agenda by Vice Chairman Charette, seconded by Commissioner DaGamma-Therriault.

Bid Award Review and Possible Approval - Camera Upgrades

Executive Director Sullivan provided copies of all 3 quotes/bids received as well asked Steve Gobin who is the IT Tech for the housing authority to explain to the BOC what is truly needed to keep the current system in place, and the upgrade with products that are compatible without having to replace the current system which was installed throughout the past few years. Executive Director, Sullivan

advised the BOC that she was not partaking in the evaluation process of the bid due to her relationship with All State Lock. The CFHA outreached to Steve Gobin, IT Tech, and Jim Ruthowski, Director of Security for Pawtucket Housing, and Bridget Duquette, Finance Manager to review and evaluate the bids.

Dane Tech's bid was disqualified due to the team of evaluators couldn't understand how their bid as written, it was not clear and concise as requested in the proposal.

After much discussion Chairman Flynn asked if there were any further questions or concerns with the bid. There being no questions or concerns, Chairman Flynn asked for a motion to approve and award the bid to Allstate Lock, a motion was made by Vice Chairman Charette to approve and award the bid to Allstate Lock, and seconded by Commissioner Burns.

Executive Summary

Executive Director Sullivan provided the BOC with a monthly update of Grant Funding, Pest Control, SEMAP Modernization & Funding, and all the upcoming conference.

Executive Director Sullivan explained that the maintenance has been working diligently to prepare the building's interior and exterior for

the REAC Inspection late December.

PH unit turn over on an average is 11.33 days for both buildings. No new pest control problems right now, effected units are still being treated they are minor concerns. The authority is moving to evict 3 tenants for non-payment of rent.

Executive Director Sullivan explains that Section 8 is still working on inputting the applications for the waiting list as well as conducting informal hearings with the applicants that submitted incomplete applications.

The Executive Director, Sullivan explained some new programs, and ideas that are in store for the housing authority providing new services, and programs to the residents such as different activities, health programs, medical assistance as well as some case managements services.

Chairman Flynn asked if there were any comments or concerns regarding the Executive Summary. There being no questions or concerns Chairman Flynn asked for a motion to approve. Commissioner Parra made a motion to accept the consent agenda, seconded by Commissioner DaGamma-Therriault and passed by all.

Consent Agenda

Executive Director Sullivan provided updated department reports which consisted of Financial Management, Housing Management, and Leased Housing. Executive Director Sullivan stated that all departments are running smoothly.

Executive Director Sullivan explained as of YTD all expenditures are on target with last year's budget, and states there are no concerns at this time with the financials of the housing.

Chairman Flynn asked if there were any questions, comments or concerns regarding the Consent Agenda. There being no questions or concerns Chairman Flynn asked for a motion to approve, Commissioner Burns made a motion to accept and approve the consent agenda, seconded by Vice Chairman Charette and passed by all.

Resolution – VFW

Resolution NO# 1041- Signature Approval - ED to sign closing documents

Executive Director Sullivan explained that there is not an exact time and date for the closing of the VFW Hall and if a call was received for a closing date and time the documents would have to be executed, and recorded the same day.

After reviewing the Resolution before the Board Commissioner Parra,

moved that the foregoing Resolution be adopted and introduced, which was seconded by Commissioner Burns. Upon roll call the "Ayes" and "Nays" were as follows:

Ayes Nays

Cornelius Flynn, Chairman

Paul Charette, Vice Chairman

Lucia DaGamma-Therriault, Commissioner

Jackeline Parra, Commissioner

Gladys Burns, Commissioner

The CHAIRMAN thereupon declared said motion carried and said resolution adopted.

Resolution – HCV Payment Standards – Review and Possible Approval

Resolution # 1042-Section 8 Fair Market Rents

The Executive Director brought the Section 8 Fair Market Rents to the board for their review and approval. Viana DeCastro, Section 8 Manager, explained the FMRs as listed below:

Under the Section 8 Housing Choice Voucher Program, Payment Standards establish the maximum rental subsidy permitted for

participants in the program. Payment Standards are between 90% and 110% of the Fair Market Rents (FMRs) published by the U.S. Department of Housing and Urban Development (HUD). The fiscal impact would reflect a decrease in all bedroom sizes. The payments standards used in 2014 varied by bedroom size and we propose the same for 2015. The percentages used are 97% for 0 and 1 bedroom, 97.7% for 2 bedroom, 96.5% for 3 bedroom and 95.5% for all others. These changes would mean only a small increase in budget utilization.

The following compares the new proposed HUD published FMRs for 2015, the proposed 2015 Payment Standards for the Section 8 Housing Choice Voucher program, and current Payment Standards in effect since January 1st 2014; REVISION

The one bedroom and three bedroom payments standards for 2015 are revised to the 2014 level. This is to mitigate any increase of utility allowances in 2015.

Bedroom Size	2015 Final FMR	Percentage Used	Proposed 2015 Payment Standard	2014 Payment Standard
0 BR	\$ 686	97%	\$ 665	\$ 663
1 BR	773	97%	750	748
2 BR	944	97.7%	922	922
3 BR	1,176	96.5%	1,135	1,126
4 BR	1,407	95.5%	1,344	1,344

The proposed Payment Standards percentages are reflective of the current rental market in the Central Falls area and results in only a slight increase in budget utilization.

After reviewing the Resolution before the Board Vice Chairman Charette, moved that the foregoing Resolution be adopted and introduced, which was seconded by Commissioner DaGama-Therriault. Upon roll call the "Ayes" and "Nays" were as follows:

Ayes Nays

Cornelius Flynn, Chairman

Paul Charette, Vice Chairman

Lucia DaGamma-Therriault, Commissioner

Jackeline Parra, Commissioner

Gladys Burns, Commissioner

Forand Wilfrid Manor – Increase Revenue/Rental

Executive Director Sullivan explained that the HA is looking at different ways and opportunities to increase revenue by leasing space at each development to Blackstone Valley Community Action Program, renting office space for 1-2 days a week at Forand Manor. If

the CFHA agrees to rent space for at least one day a week it would generate an estimate of \$2,600 per year. Executive Director has outreached to several health agencies pertaining rental of a small area at Wilfrid Manor for lab work this would help assist with that need of the elderly as well as generate income for the building.

Partnerships

Promise Zone

Executive Director Sullivan explained that President Obama announced a grant called the Promise Zone that he would designate 20 Promise Zones nationwide, and in the US there will only be 4. Senator Reed's office forwarded a copy of the application to the HA and recommended the Authority apply. The Executive Director felt it would be in the best of the Authority to partner with the City and have the City be the lead agency. The Executive Director met with the city officials, and is moving forward with the application process. The Authority is writing most of the application with the assistant of the city, and also initiated the outreach to many organizations in and around CF; they have all agreed to be part of this zone. Some of the organizations include:

Learning Community Segue

BVCAP CF School System

LISC Progreso Latino

RI Public Health CF Police and Fire

Health Equity Zone

Executive Director Sullivan spoke intensively about The Health Equity Zone program and its goals, and how it stood out to her; the new program is available through the Dept. of Health. After several meetings with the partners, it was the decision of the majority of the partners involved that the organization LISC, with the assistance of the Public Health Organization, be the lead applicant on this proposal.

This is an extensive application and requires the knowledge and background in the medical field.

Executive Session – None

Chairman Flynn asked if there were any further business to discuss, there being no further business, questions or concerns to come before the board, a motion was made by Vice Chairman Charette and seconded by Commissioner DaGamma-Therriault, to adjourn the meeting at 6:05 pm. The motion was carried by all.