

**PROVIDENCE HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING: March 24, 2011**

PHA Conference Room 100 Broad Street Providence, RI 02903

CALL TO ORDER

Chairman Waldman called the meeting to order at 5:00 PM.

ROLL CALL

The Executive Director called the roll:

Present: Absent:

Paul F. Waldman Hilary Silver (excused)

Dolores Casella John Iglizzi

Robert Clarkin Roger Giraud (excused)

Dorothy Waters Barbara Fields (excused)

JT Taylor Nick Narducci (excused)

Venez Madrid

Kevin Jackson

Seven members were present constituting a quorum to conduct business.

APPROVAL OF MINUTES (2-24-11)

Commissioner Casella moved to approve the meeting minutes of

2-24-11. The motion was seconded by Commissioner Waters. The chairman called for a vote. The minutes were approved unanimously.

RESIDENT'S COMMENTS

No resident comments.

CHAIRMAN'S REPORT

Board Self-Assessment

Chairman Waldman thanked the commissioners for taking the time to fill out the board assessment forms, reiterating that it is an important process that keeps the board on track.

Board Retreat Reminder

Chairman Waldman also reminded the commissioners that the board retreat begins at 3 pm on Friday, April 15th, and that they should arrive at 2 pm to have time to check into their rooms at the inn.

COMMITTEE REPORTS:

Asset Management/Capital Improvements

Commissioner Madrid presented the committee's report citing progress on continuing energy saving efforts, including a weatherization audit at Chad Brown, a geo-thermal feasibility study at Manton, and a solar panel project at Carroll Tower that is in the development stages. [See the attached committee report.]

Budget, Finance & Audit Committee

Chairman Waldman stated that the Operating Fund has been funded by HUD at 100% for January and 92% for February, March and April. We have over \$3 million in surplus funds, partially due to the energy savings from our collaboration with Ameresco. The audit is on track to be submitted on time, and the 2012 budget planning process has begun. [See the attached committee report.]

Resident Services Committee

Talitha VanDenBerghe, Special Projects Manager, presented the report for the committee chair, who is absent. She stated that the Smoke-Free program is progressing smoothly in the hi-rise developments, and that recycling is also underway at all of the high-rise buildings. [See the attached committee report.]

EXECUTIVE DIRECTOR'S REPORT:

Monthly Management Report

The Executive Director presented the February MMRs to the board and asked the board members to review them and get in touch with him if they have any questions or comments. He further stated that the MMR includes over 800 key indicators, and that it will show that all key performance indicators are on target.

Items in Board Packet

This month's packet contained an article from the 2010 LISC Annual Report about the Olneyville Youth Group helping to wrap presents at Manton Heights for the neighborhood toy drive. Manton Heights

Property Manager, Monique Hazard was featured. There is also an article from the HUD news website about the recipients of the Choice Neighborhoods Planning Grants listing the PHA as a one of the 17, and an article from the Providence Journal about the grant. Finally, a copy of the HUD New England News is included with two articles of interest: the announcement of Barbara Fields' selection as New England Regional Administrator and a photo and caption of HUD intern Kelly DiBisceglie who is currently working two days a week at the PHA.

Choice Neighborhood Initiative Planning grant (\$250,000)

Mr. O'Rourke informed the board that the PHA has been awarded one of the 17 Choice Neighborhood Initiative Planning grants. The rating factors used by HUD to award the grants are included in the award letter, showing that the PHA scored 63 out of a possible 75 points. The grant is for \$250,000 and was submitted on behalf of a partnership comprised of the city's Planning Department, LISC-RI, the Olneyville Housing Corporation and the PHA. Mr. O'Rourke presented a budget overview of the funds awarded. The funds will allow the partnership to plan the revitalization of the Manton Heights development and the surrounding Olneyville/Manton neighborhood. In 1½ years the partnership will be able to apply for the larger (multi-million dollar) implementation grant, if congress does not cut the program. [See the attached letter of award and presentation.]

Capital Fund Programs Status Report

The Executive Director stated that all of the capital fund projects are on schedule, and that all of the work at Chad Brown is complete, except for the water park to be installed later this spring. There will be a comprehensive report including a slide show at the board retreat.

FY2011 & FY2012 Federal Budget

Mr. O'Rourke briefed the board on the status of the FY2011 (current year) and 2012 federal budgets. At the last meeting only the House Budget resolution information was available. The Senate bill is now available also. Both the House and the Senate are proposing a 3% cut in the Operating Fund. For the Capital Fund the House is proposing a 43% cut and the Senate is proposing the same level of funding as last year. Housing Choice Voucher Renewals are given a 2.5% boost by both the House and Senate, although the HVC Administrative Fees have been cut by 23% by the House but level funded by the Senate. Since the House and Senate are not in agreement yet, they will continue to work out differences in the appropriations.

The Obama Administration and HUD have submitted the FY2012 budget. The most serious issue is the shortfall in operating subsidy. The Administration is seeking \$3.96 billion, while our professional associations state that \$4.9 billion is necessary to fund 100% of the operating subsidy. HUD claims they will make up the difference between the budgeted amounts and need by having housing

authorities use “excess” reserves if they have them. The PHA does not have excess reserves. The reserve level is just where it should be with approximately 3-4 months of expenses in cash available. [See the attached presentation.]

Board Self-Assessment

Mr. O’Rourke informed the board that the overall average score for the board’s self-assessment was 3.7, which is considered very positive (the highest possible score is 4.0). The averages for every section were above 3.5, which is considered positive. Two sections received scores of 3.9: “The Organization’s Mission and Purpose”, and “Organize Itself so the Board Operates Efficiently”. The lowest scores were 3.6, but even these are considered positive.

There was also a section for an Individual Member Self-Evaluation. Most of the statements averaged a 3.5 or more, except the statement about fundraising which averaged a 3.0. There may have been some confusion about this statement due to the fact that the assessment was designed for non-profit organizations and the PHA is slightly different because our funding is received from HUD.

Of the ten commissioners present at the last meeting, eight filled out the assessment forms. [See the attached report.]

Presentation: Security Report

Jack Costa, Security Manager, presented a slide show detailing the

activities of the Security Department during fiscal year 2010. [See the attached presentation].

Presentation: Annual Plan

Talitha VanDenBerghe, Special Projects Manager, presented a slide show explaining the contents of the Annual Plan that is submitted to HUD yearly. This plan is a comprehensive guide to PHA policies, programs, operations and strategies; and is the vehicle through which the PHA receives its capital funding. [See the attached presentation].

RESOLUTIONS

Resolution #4200

Resolution authorizing the executive director to submit the FY 2011 Annual Plan to HUD. The motion was moved by Commissioner Taylor, seconded by Commissioner Clarkin. After a discussion, a vote was taken and the motion was unanimously approved.

OLD BUSINESS

- There was no old business**

NEW BUSINESS

- There was no new business**

ADJOURNMENT

There being no further business, Chairman Waldman accepted a

**motion to adjourn from Commissioner Clarkin, seconded by
Commissioner Madrid. The meeting adjourned at 6:08 PM.**

Minutes Submitted and Approved By:

Beth Herosy Stephen J. O'Rourke

Recording Secretary Executive Director