

**PROVIDENCE HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

ANNUAL/REGULAR MEETING: Thursday, December 12, 2013; 5:00 p.m.

PHA Conference Room

100 Broad Street

Providence, RI 02908

CALL TO ORDER

Chairman Nicolas Retsinas called the meeting to order at 5:03 p.m.

ROLL CALL

Present:

Nicolas Retsinas
Thomas Ryan
Dolores Cascella
Roger Giraud
Ricardo Patino
JT Taylor
Dorothy Waters

Absent:

John Iglizzi
Kevin Jackson
Nicholas Narducci
Hilary Silver

Seven members were present constituting a quorum to conduct business.

APPROVAL OF MINUTES

A motion was made by Commissioner Patino seconded by Commissioner Cascella to accept and approve the regular meeting minutes of 10/24/13. The minutes were approved with a unanimous voice vote.

RESIDENT'S COMMENTS

None

Chairman's Report

Chairman Retsinas stated that the Executive/Search Committee had been meeting over the last four months. At this time they decided unanimously that the executive director search be temporarily suspended and we ask the Interim Executive Director to continue for the next year. He further suggested that Director Tavares receive the same benefits offered to other PHA employees including the recent salary increase. The Chairman asked for a motion to endorse the position of the search committee. Commissioner Giraud made a motion that the Housing Authority enter into a new contract with the current Interim Executive Director for a period of one year through the end of December, 2014. Seconded by Commissioner Taylor, the motion passed with a unanimous voice vote.

INTERIM EXECUTIVE DIRECTOR'S REPORT

Director Paul Tavares stated that an RFQ was issued for a Master Developer for the CNI Project to which we received three responses; Corcoran Jennison Associates, POAH 'Preservation of Affordable Housing' and Trinity Financial. All three are nationally recognized and respected developers. A selection committee will review the proposals. Under the CNI Regulations the selection committee must be comprised of over 50% of housing authority members (commissioners cannot serve on the selection committee in order to preserve their vote on the actual proposal). The selection committee will be comprised of nine members as follows:

Delegate from LISC
Delegate from City of Providence
Delegate from Olneyville Housing
Delegate from Rhode Island Housing
Five delegates, Staff members of PHA

Interviews will commence early January with a scheduled recommendation in the latter part of January, which will then come before the board at a special meeting or at the February Board Meeting. The Board will vote on a final selection of a developer. There is a tight schedule to meet the final application target date of June, 2014.

Secondly, Director Tavares pointed out that 1,561 toys were collected for the youth of the PHA developments ages 0-14. He thanked all the Property Managers, Resident Associations, RAB Boards, Family Development Managers and Commissioners Taylor and Waters for their efforts. A Legislative Grant of \$1,000 was awarded thanks to Providence Police Officer and State Representative Ray Hull. The Mayor of Providence donated 100 toys, Toys for Tots donated 200 toys, Peace of Providence Church donated 400 toys, and our Not-For-Profit, PCOC covered the difference. This project was spearheaded through the Max Dorley Foundation who donated \$1,500 for youth services at Hartford, Manton and Chad Brown sites. Special Projects, Resident Services, and Finance Departments also contributed their time. The Director was elated with everyone's efforts to help in such a short period of time. Next year we will plan a program under PCOC, which will be tax-advantaged for those who would like to donate, and in order to organize the toy drive in a more efficient way.

The Director asked the board to approve a motion for a letter of thanks to the Max Dorley Foundation and others in the name of the PHA. A motion was made by Commissioner Waters seconded by Commissioner Taylor. The letter of thanks was approved with a unanimous voice vote.

Lastly, the Director spoke of the RFQ that was properly advertised and posted for audit services. We received ten responses and have put together a staff team of three who will review the responses and forward them to the Finance Committee, in order to review and narrow the responses down to three. The timetable to make a decision will be March, 2014. The Chairman requested that Commissioner Giraud's finance committee review and interview the applicants for our audit review and report back to the board.

COMMITTEE REPORTS:

- Budget and Finance: (Comm. Giraud)
- Resident Services: (Comm. Silver)
- Capital Improvements: (Comm. Cascella)
- Executive Committee: (Chair Retsinas)

Budget & Finance: Commissioner Giraud stated that the operating figures are significantly misleading due to payables and receivables that do not come in until the end of the year such as pension and union contributions, and capital fund budget. He also commented that the Section 8 program has a significant deficit. Commissioner Ryan stated that PHA is funded on a fiscal year and Section 8 program is funded on a calendar year, therefore appearing to have a discrepancy in the program. Director Tavares noted that he is aware of the Section 8 deficit and expects potential personnel changes to reduce payroll demands.

Resident Services: Commissioner Waters made note that Resident Services, Facilities Management, Property Managers, and Aides delivered turkeys to all the residents of the PHA developments for Thanksgiving.

Capital Improvements: Commissioner Patino will take the initiative to develop a plan to educate the tenants how to be more energy efficient. Director Tavares noted that because we are part of a consortium of housing authorities in Rhode Island, we are able to bid in a large group and therefore able to garner the better energy prices.

RESOLUTIONS:

None

OLD BUSINESS

None

NEW BUSINESS

Chairman Retsinas asked the board for a motion to adopt the Board of Commissioners 2014 Meeting Schedule. A motion was made by Commissioner Giraud, seconded by Commissioner Waters. Said motion passed with a unanimous voice vote.

The Chairman invited the board to attend the PHA Annual Christmas Party on December 20th.

ADJOURNMENT

There being no further business, Chairman Retsinas accepted a motion to adjourn from Commissioner Giraud, seconded by Commissioner Waters. Said motion passed with a unanimous voice vote.

The meeting adjourned at 5:31 p.m.

Minutes Submitted and Approved By:

Lisa Cancelliere
Recording Secretary

Paul Tavares
Interim Executive Director