

East Providence Housing Authority
REGULAR MEETING
October 21, 2014

The Regular Meeting of the Board of Commissioners of the East Providence Housing Authority was held on the above date at Harbor View Manor. The meeting was called to order at **4:00PM** by Chairman Richard Smith.

The Pledge of Allegiance was lead by Executive Director Theresa Correia and recited by those in attendance.

ROLL CALL:

Present: Chairman, Richard Smith, Commissioners Luci Stoddard, Valarie Lawson, Joan Shovelton, Antero Braga, Eileen Bowden and Executive Director Theresa Correia. Excused: Vice Chairman, John Faria

Upon opening the meeting, Chairman Smith introduced and welcomed the newly appointed Commissioner, Eileen Bowden. Chairman Smith acknowledged her dedication and efforts and wished her well.

RESIDENT & PUBLIC CONCERNS:

Some of the residents spoke briefly on their concerns of pet owners in the building allowing their pets to urinate just outside the entrance doors, on the concrete. Correia directed them to report to the office, or maintenance staff, when the event is happening. Correia stated that this will allow a search of the cameras to confirm who the violators are, and address the issue in an efficient manner. Others questioned who was responsible for cleaning the back hall. Correia spoke briefly of the *resident stipend* program and how residents participate in some of the cleaning activities in the buildings.

APPROVAL OF MINUTES:

Regular Meeting – 9/16/14: Motion by Commissioner Braga to accept the minutes as presented, seconded by Commissioner Lawson. All Commissioners voted aye.

Executive Session – 9/16/14: Motion by Commissioner Stoddard to accept the minutes as presented, seconded by Commissioner Shovelton. All Commissioners voted aye.

DIRECTOR'S REPORT:

Director Correia reported on the following:

- Director Correia opened her report by also welcoming Commissioner Bowden and providing some background on the activates Ms. Bowden is a part of at the housing authority.
- Correia referred the board to the letter in their packet, which was received from HUD, congratulating us on the award of the 2015 FSS Grant. The amount was less than the PHA had hoped for, as its numbers reflected the need for a full time grant. The \$24,266 will be used for the upcoming year to fund the salary of the part time position.
- The EPHA has received a letter from HUD, approving the 2014 PHA Annual Plan. Director Correia briefly described the contents of the plan.
- Director Correia informed the board that the EPHA was once again eligible to receive “high performer bonus” within the 2015 Capital Fund Calculation. 15 of the 27 PHA’s in RI were eligible.
- Correia congratulated the staff on their combined efforts in earning the “Most Improved PHA” designation by Housing Authority Insurance for 2010, 2011, and 2012.

- Director Correia stressed the importance of ongoing training for all staff. She informed the board that the HCV and PH staff sat in on a Reasonable Accommodation class held by NELROD. There was also a class in Warwick presented by NAHRO that she attended with Facilities Mgr., Tony Cunha and HCV Manager, Rose Ott. Correia stated that these various trainings will continue throughout the year.
- While the cost of maintenance materials have gone up, the maintenance charges passed on to the tenants, have not. Correia informed the board that those new prices will be out for comment shortly and adopted.

Chairman Smith took the time to acknowledge the entire staff on a job well done. With no questions, a motion was made by Commissioner Stoddard to approve the Directors Report as read. That motion was seconded by Commissioner Lawson and passed unanimously

PUBLIC HOUSING VACANCY REPORT

A motion by Commissioner Lawson to accept the PH Vacancy report as presented. Seconded by Commissioner Shovelton. The motion carried.

HOUSING CHOICE VOUCHER REPORT

Rose Ott explained the drop in leasing and the plan to increase. A motion was made by Commissioner Stoddard to accept the report as presented. Seconded by Commissioner Bowden. The motion carried.

HOUSING CHOICE VOUCHER FSS REPORT

After a brief explanation by Jennifer Brightman a motion was made by Commissioner Shovelton to approve the HCV FSS report as presented. Seconded by Commissioner Braga. The motion carried.

PAID BILL REPORT

September 2014 - \$178,677.53

Commissioner Lawson moved approval of the September 2014 Paid Bill Report. That motion was seconded by Commissioner Stoddard and passed unanimously.

Move to Executive Session

At 4:15PM Chairman Smith asked for a motion to adjourn the regular meeting and move to executive session under RIGL Section 42-46-5(a)(2), to discuss the collective bargaining agreement and litigation. A motion was made by Commissioner Stoddard to move to executive session as allowed under RIGL Section 42-46-5(a)(2), to discuss the collective bargaining agreement and litigation. A second was made by Commissioner Shovelton. The motion carried.

Return to Open Session

At 4:46PM a motion to return to the Regular meeting was made by Commissioner Stoddard, seconded by Commissioner Braga. Chairman Smith reported that the following motion was made and approved in Executive Session:

A motion was made by Commissioner Stoddard and seconded by Commissioner Lawson, to ratify the contract with Local Union 1217, as negotiated and presented by Executive Director Correia. The motion was passed unanimously.

FYI

Director Correia provided the Board with reports on Landscape expense and Unit Turnovers.

ADJOURNMENT

At 4:48PM upon a motion by Commissioner Braga and a second by Commissioner Stoddard, the meeting was adjourned. All Commissioners present voted in favor.

Respectfully submitted,

Theresa M. Correia
Executive Director
Transcribed by tmcorreia