



Minutes of the AHA Board of Housing Commissioners

Regular Meeting

Wednesday, May 16, 2018 at 12:00 p.m. (MT)

Carnis Salisbury Building

1840 University Blvd. SE, Albuquerque, NM

1. Call to Order

The meeting was called to order at 12:00 p.m. (MT) on May 16, 2018. Vice-Chairperson McHard presided. The Board met in the Manuel Cordova Conference Room in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT

Ms. Janet McHard, Vice Chairperson

Ms. Lovie McGee, Commissioner at Large

Ms. Rebecca Robinson, Resident Commissioner

A quorum of current members was present.

AHABHC MEMBERS NOT PRESENT

Mr. Stephen J. Vogel, Commissioner at Large, Excused

Ms. Roxanne Rivera-Wiest, Commissioner at Large, Excused

VISITORS

Ms. Judy Higuera, Embudo Towers Resident

Ms. Doris Sedillo Luna, Embudo Towers Resident

Mr. Jerry Lujan, Embudo Towers Resident

Ms. Janice Edmondson, Embudo Towers Resident

Mr. Demecio Luna, Embudo Towers Resident

Mr. Steve Eagan

Ms. Deborah Eagan

STAFF PRESENT

Ms. Magdalena Apodaca, Office Assistant Maintenance

Ms. Loretta Baca, Sr. Housing Quality Compliance Inspector

Mr. Matt Bailon, Operations Manager

Ms. Linda Bridge, Executive Director

Ms. Mundy Boen, Executive Assistant

Ms. Cheryl Cates, Accounting Manager - S8

Mr. David DeYoung, Accounting Manager - PH

Ms. Barbara D'Onofrio, Director of Finance

Mr. Brian Eagan, Attorney

Mr. Marcos Espinosa, Information Systems Manager

Mr. Andrew Estocin, Deputy Director

Ms. Vivian Gabaldon, Sr. Accounting Technician – PH

Ms. Lisa Garduno, Sr. Accounting Technician - S8

Ms. Lorenda Hanway, Sr. Accounting Technician - PH



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Equal Housing Opportunity Agency



Ms. Esther Lucero, Section 8 Program Manager
Mr. Raymond Murrietta, Warehouse and Facility Manager
Ms. Karen Ochsankehl, Accounting Supervisor
Ms. Denise Ornelas, Section 8 Housing Specialist
Ms. Bernadette Rodriguez, Community Services Specialist
Ms. Kassandra Romero, Section 8 Housing Specialist
Mr. Elias Salas, Housing Quality Compliance Inspector
Ms. Anita Sanchez-Triviso, Human Resources Director
Ms. Anayance Vallez, Section 8 Housing Specialist
Ms. Sara Villarreal, Section 8 Housing Specialist

3. Announcements

City of Albuquerque, Executive Communication (EC) 2018-92, Ms. Lovie McGee has been appointed to the AHA Board of Housing Commissioners by Mayor Timothy M. Keller to serve a full 5 year term. On April 16, 2018 the Albuquerque City Council voted to confirm her nomination to the Board.

4. Administration of the Oath of Office

Oath of Office was administered by Mr. Eagan; Ms. Lovie McGee recited the Oath of Office. Her first term of office ends on December 1, 2022.

Member McHard made a floor amendment to defer the Approval of Minutes until Member Rivera-Wiest arrives; seconded by Member Robinson. The floor amendment carried by a 3-0 vote.

These minutes, for purposes of clarity, follow the original agenda.

5. Approval of Minutes

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Member McHard moved to defer the Approval of Minutes until Member Rivera-Wiest arrives; seconded by Member Robinson. The motion to defer carried by a 3-0 vote.

Member Robinson moved to approve the minutes; seconded by Member McGee. The motion carried by a 3-0.

6. Public Comment

Ms. Judy Higuera, Resident, addressed the Board regarding her concern with issues at Embudo Towers.

Ms. Doris Sedillo Luna, Resident, addressed the Board regarding her concern with issues at Embudo Towers.

Mr. Jerry Lujan, Resident, addressed the Board regarding her concern with issues at Embudo Towers.

7. Consent Agenda

There were no Consent Agenda Items.

8. New Business

- a) Election of Board Chairperson and Vice-Chairperson for remainder of 1 year term (now to December 2018)

The role of Board Chairperson became vacant on May 16, 2018 when Member Lovie McGee took office and filled the seat previously occupied by Todd Clarke, who had been elected as Chairperson back in December 2017.

Member Robinson moved to elect Vice-Chairperson McHard as Chairperson and Member Vogel as Vice-Chairperson. The motion was seconded by Member McGee. There were no other nominations. The motion was carried by a vote of 3-0.

- b) Employee of the Quarter

Ms. Bridge introduced Raymond Murrietta as AHA Core Value Employee of the Quarter.

- c) Presentation of Certificate of Excellence to AHA from the United States Department of Housing and Urban Development (HUD) for outstanding performance and lasting contribution on the 2017 Section Eight Management Assessment Program (SEMAP) (Executive Director Linda Bridge)

Ms. Bridge presented the Certificate of Excellence to AHA from the United States Department of Housing and Urban Development (HUD), and recognized Section 8 and supporting staff for AHA being ranked a High Performer in 2017 on SEMAP.

Mr. Eagan presented Ms. Bridge with the National Association of Housing and Redevelopment Officials (NAHRO) – New Mexico Chapter, 2018 Director of the Year award.

The National Association of Housing and Redevelopment Officials (NAHRO) – New Mexico (NM) Chapter, presented Brian Eagan with an Outstanding Employee of the Year Award for his dedication, commitment and outstanding service to families living in affordable housing.

9. Resolutions and Communications

- a) Report of the Secretary (Executive Director Linda Bridge, Deputy Director Andrew Estocin and Capital Fund Projects Manager Dan Foster)

Ms. Bridge and Mr. Estocin presented the AHA April/May update in the Report of the Secretary, the Albuquerque Housing Authority Production Snapshot Report and the Capital Fund Report, and addressed questions from Members of the Board. Please see the attached Reports.

Member Robinson moved to accept receipt of the Report; seconded by Member McGee. The motion was carried by a 3-0 vote.

- b) Quarterly TBRA (Tenant Based Rental Assistance) Report (Deputy Director Andrew Estocin)

Mr. Estocin presented “Quarterly TBRA (Tenant Based Rental Assistance) Report” and addressed questions from Members of the Board.

Member McGee moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 3-0 vote.

- c) Financial Report (Director of Finance Barbara D’Onofrio)

Mr. DeYoung presented the “Quarterly Financial Report” and addressed questions from Members of the Board.

Member McGee moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 3-0 vote.

- d) 2017-2018 AHA Action Plan Third Quarter Review (Executive Director Linda Bridge)

- i. Administrative Department Plan (Information Systems Manager Marcos Espinosa)
- ii. Finance Department Plan (Accounting Manager – Public Housing, David DeYoung and Sr. Accounting Technician – Public Housing, Lorenda Hanway)
- iii. Section 8 & Inspections Department Plan (Housing Quality Compliance Inspector Elias Salas)
- iv. Public Housing Department Plan (Office Assistant Maintenance Magdalena Apodaca)

Ms. Bridge presented “2017-2018 AHA Action Plan Third Quarter Review”, Mr. Espinosa presented the “Administrative Department Plan”, Mr. DeYoung and Ms. Hanway presented the “Finance Department Plan”, Mr. Salas presented the “Section 8 & Inspections Department Plan”, Ms. Apodaca presented the “Public Housing Department Plan” and all addressed questions from Members of the Board. Member Robinson moved to accept receipt of the Reports; seconded by Member McGee. The motion was carried by a 3-0 vote.

- e) Memorial 2018-01 Expressing Gratitude to Todd Clarke for his dedicated service to the Albuquerque Housing Authority

Ms. McHard “Memorial 2018-01 Expressing Gratitude to Todd Clarke for his dedicated service to the Albuquerque Housing Authority” and addressed questions from Members of the Board.

Member Robinson moved to adopt “Memorial 2018-01 Expressing Gratitude to Todd Clarke for his dedicated service to the Albuquerque Housing Authority”; seconded by Member McGee. The motion was carried by a 3-0 vote.

10. Old Business

There was no old business.

11. Other Business

The next scheduled Regular Meeting of the Board will be on Wednesday, June 20, 2018 12:00 p.m. in the Manuel Cordova Conference Room, at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM.

12. Announcements

Ms. Bridge announced that the college student child of an AHA employee has been awarded a merit based scholarship for Fall 2018 from the National Association of Housing and Redevelopment Officials (NAHRO) – New Mexico (NM) Chapter.

13. Adjournment

There being no further business to be brought before the Board, Member McGee moved to adjourn the meeting at 1:20 p.m.; seconded by Member Robinson. The motion was carried by a 3-0 vote.

SUBMITTED:

READ AND APPROVED:

/s Linda Bridge

Ms. Linda Bridge, Secretary to the Board
Date: June 20, 2018

/s Stephen J. Vogel

Stephen J. Vogel, Vice-Chairperson of the Board