

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, June 24, 2024

Minutes

Present:

Commissioners: Chairwoman Yolanda Hawkins-Bautista
Vice Chair Euron Blackwell
Commissioner Brett Theodos
Commissioner Cherice Shannon
Commissioner Layton Wilson
Commissioner Regina Nadir
Commissioner W. Marshall Knight

Staff:

Jessica Anderson-Preston, Executive Director, HA
Dawnay Green, HCV Deputy Manager, HA
Carolyn Floyd, HCV Program Manager, HA
Jacqueline Massiah, Accounting Services Manager, HA
Crystal Harris, Director Property & Asset Management, HAD
Crystal Ford, Resident Services Manager, HAD
Michael Jackson, Sr. Project Manager, HAD
Dante Clark, Procurement & Compliance Manager, HA
Brian White, Procurement Manager, HA
Carrie Blackburn Riley-Legal Services
Mugure Crawford, Recorder, HA

Guest: DCAO Angie Rodgers, CEX
Justin Measley, Clifton Larson, Allen LLP

Location: Via **GO-TO-MEETING Link**
Dial In: 1-(866) 899-4679 **Access Code:** 819-222-557

Call to Order: Chairwoman Yolanda Hawkins-Bautista called the meeting to order, virtually at 5:35pm declaring a quorum with the following Commissioners present virtually: Brett Theodos, Layton Wilson, Cherice Shannon, Vice Chair Euron Blackwell, Commissioner Regina Nadir and Commissioner W. Marshall Knight.

Approval of Minutes: Chair Yolanda Hawkins-Bautista called for a motion to approve the May 20th, 2024 minutes. Commissioner Shannon motioned to approve the minutes and Commissioner Theodos seconded the motion. The minutes were approved.

HAPGC Audit Report presented by Justin Measley, Clifton, Larson, Allen, L.L.P.

- Justin Measley, Principal at Audit Firm Clifton, Larson, Allen presented the FY 23 HAPGC Audit presentation to the Board.
- Follow up discussion occurred with Chair Bautista regarding compensated liability. Mr. Measley responded.

Reports by Executive Director:

- Executive Director Anderson-Preston provided the board with Agency-Wide updates for the Housing Authority.
- Director Anderson-Preston informed the board of upcoming Agency Plan presentation site visit on all PH properties during the week of July 8, 2024.
- Director Anderson-Preston updated the board on open agency positions and working to get them filled.
- No further comment or discussion was expressed by the board.

Housing Choice Voucher Program:

Housing Choice Voucher Division Deputy Manager, Dawnay Green presented the HCV report:

- No further discussion occurred with the Board.

Resident Fulfillment:

- No new updates currently for the Resident Fulfillment log

Housing Assistance Division:

Crystal Harris, Director of Property & Asset Management presented the HAD report as follows:

- There were no move-ins and no move-outs for the month of May 2024

PHA-wide

- Follow up discussion occurred with Commissioner Theodos expressing his pleasure regarding the movement with the Public Housing waitlist. The board further expressed appreciation with the changes and the efforts being made by Crystal Harris and the team.

Occupancy/Recertification

- For May there were twenty-seven (27) re-certifications completed, twenty-two (22) recertifications due, a total of (298) two-hundred ninety-eight recertifications, of those (210) were late with an 71% percentage of late recertifications. No admissions and two (2) transfers. No eviction actions processed. There was no Criminal court appearance. There were no Landlord Tenant Court appearances.
- Ms. Harris presented the Vacancy Report for December reporting an overall occupancy rate of 85%.

Resident Services

Crystal Ford presented the Resident Services report for May 2024:

- Follow up question occurred with Chair Bautista regarding the Resident Ambassador Program. Commissioner Cherice Shannon responded and provided details on what the program consists of.

Development

Project Manager Michael Jackson presented the Development & Modernization report for May:

- No Further comment or questions were expressed by the Board.

Financial Report

Accounting Services Manager, Jacqueline Massiah reported on key highlights for the month ending May 31, 2024:

- Follow up discussion occurred with Commissioner Theodos regarding follow up question with the HA Budget review. Director Anderson-Preston responded.

New Business

- Accounting Services Manager Jacqueline Massiah presented resolution 1416, a resolution approving the Housing Authority of Prince George's County's Fiscal Year 2025 Operating Budget. Chair Yolanda Hawkins-Bautista called for a motion to approve Resolution #1416. Commissioner Knight motioned to approve resolution #1416 and Vice Chair Blackwell seconded the motion. Resolution #1416 was approved.

Additional Board/Staff Comments:

- None

Public Comments:

- 1. **Kimberly Thomas-1100 Owens Road**- Expressed frustrations with the lack of speed bumps in and around the Owens Road property. HA staff responded and will speak with County in an effort to secure speed bumps in that area.

Adjournment:

- Chairwoman Yolanda Hawkins Bautista motioned to adjourn the public meeting at 7:05pm to vote to go into closed session to discuss legal matters. By unanimous vote, the Board of Commissioners meeting adjourned the public meeting at 7:06 p.m. At 7:07pm voting occurred to go into closed session, by unanimous vote the Board of Commissioners voted to go into closed session. The closed session started at 7:15pm.

At 8:05pm Chair Yolanda Hawkins-Bautista motioned to adjourn the closed session and vote to open back the public meeting. By unanimous vote the Board of Commissioners adjourned the closed session. The Board voted unanimously to open back up the public session. Chair Yolanda Hawkins-Bautista then motioned to adjourn the public meeting at 8:07pm. By unanimous vote, the Board of Commissioners adjourned the public meeting at 8:09pm.

Attest/ Witness:





W. Marshall Knight
Commissioner



Jessica G. Anderson-Preston/
Executive Director/Secretary