

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, May 20, 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, FAS, HA
Crystal Harris, Asst. Property Manager, HAD
Crystal Ford, Resident Services, HAD
Michael Jackson, Sr. Project Manager, HAD
Thaddeus Green, Development Officer, HAD
Ed Davis, Client Services Manager, HA
Gloria Bowens, Compliance Officer, HA
Nicole Garrett, 504 Officer & Special Asst., HA
Carrie Blackburn Riley-Legal Services
Alana Speed Harris-HR Manager, HA
Mugure Crawford, Recorder, HA

9200 Basil Court 2nd Floor Large Conference Room
Largo, Maryland 20774
&

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 5:34pm declaring a quorum with the following Commissioners present virtually: Brett Theodos, Layton Wilson, Vice Chair Euron Blackwell, Commissioner Regina Nadir and Commissioner W. Marshall Knight. Commissioner Cherice Shannon attended the meeting in person.

Approval of Minutes: Chair Yolanda Hawkins-Bautista called for a motion to approve the April 22nd, 2024 minutes. Commissioner Wilson motioned to approve the minutes and Commissioner Shannon seconded the motion. The minutes were approved.

Reports by Executive Director:

- Executive Director Anderson-Preston provided the board with Agency-Wide updates for the Housing Authority.
- No further comments or questions occurred with 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, Acting Director of Property & Asset Management presented the HAD report as follows:

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

PHA-wide

- Follow up discussion occurred with Commissioner Theodos asking about the Kimberly Gardens WSSC credit. Ms. Harris responded.
- Chairwoman Bautista acknowledged the new role Ms. Harris has now with the Housing Authority as Acting Director of Property & Asset Management.
- Follow up discussion occurred with Commissioner Theodos regarding the vacancy rate at Kimberly Gardens. Director Anderson-Preston responded.

Occupancy/Recertification

- For April there were twelve (12) re-certifications completed, twenty (20) recertifications due, a total of (298) two-hundred ninety-eight recertifications, of those (232) were late with an 78% percentage of late recertifications. No admissions and no 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 April 2024:

- No further discussion occurred with the Board.

Development

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

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

Financial Report

Acting Accounting Services Manager, Jacqueline Massiah reported on key highlights for the month ending April 30, 2024:

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

New Business

- None

Additional Board/Staff Comments:

- None

Public Comments:

- None

Adjournment:

- Chairwoman Yolanda Hawkins Bautista motioned to adjourn the public meeting at 6:18pm to vote to go into closed session to discuss legal matters. By unanimous vote, the Board of Commissioners meeting adjourned the public meeting at 6:21 p.m. At 6:25pm 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 6:35pm. At 7:25pm 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 7:26pm. By unanimous vote, the Board of Commissioners adjourned the public meeting at 7:28pm.

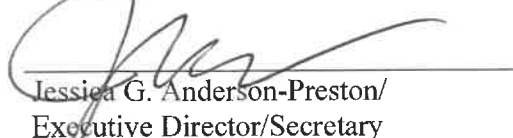
Attest/ Witness:



**Yolanda
Hawkins-
Bautista**

Digitally signed by Yolanda Hawkins-Bautista
DN: cn=Yolanda Hawkins-Bautista,
o=Housing Authority of Prince
George's County, ou=Chair,
email=yhbaautista@gmail.com, c=US
Date: 2024.07.15 14:49:01 -04'00'

Yolanda Hawkins-Bautista
Chairwoman



Jessica G. Anderson-Preston/
Executive Director/Secretary