

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, November 18, 2024

Minutes

Present:

Commissioners: 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
Carolyn Floyd, Director, HCV Program, HA
Jacqueline Massiah, Accounting Services Manager, HA
Crystal Harris, Director Property & Asset Management, HAD
Michael Jackson, Sr. Project Manager, HAD
Dante Clark, Procurement Officer, HA
Nicole Garrett, 504 Program Officer, HA
Mugure Crawford, Recorder, HA

Guest: DCAO Angie Rodgers, CEX

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

Call to Order: Commissioner W. Marshall Knight called the meeting to order in person at 5:38pm declaring a quorum with the following Commissioners present virtually: Commissioner Cherice Shannon, Commissioner Layton Wilson, Vice Chair Blackwell and Commissioner Regina Nadir. Commissioner Brett Theodos was also present in person.

Approval of Minutes: Commissioner W. Marshall Knight called for a motion to approve the October 28, 2024 minutes. Commissioner Theodos motioned to approve the minutes and Commissioner Shannon seconded the motion. The October board minutes were approved.

Reports by Executive Director:

- Executive Director Anderson-Preston provided the board with Agency-Wide updates for the Housing Authority.
- No further comment or discussion was expressed by the board.

Procurement Division:

- Procurement Officer Dante Clark provided agency-wide Procurement updates for the Housing Authority.
- No further comment or discussion was expressed by the board.

Housing Choice Voucher Program:

Director of HCVP Programs, Carolyn Floyd presented the HCV report for the month of October as follows:

- Follow up discussion occurred with Commissioner Theodos and Commissioner Knight regarding the Heather Hills property inspections in Temple Hills, Maryland.

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 for the month of October as follows:

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

PHA-wide

- Follow up discussion occurred with Commissioner Theodos regarding the funding for new water heaters at the Marlborough Towne property.
- Follow up discussion occurred with Commissioner Theodos regarding NSPIRE portal updates.
- Follow up discussion occurred with the board regarding the number of units offline at Owens Road.
- Follow up discussion occurred with Commissioner Shannon regarding securing permanent site managers for the properties.

Occupancy/Recertification

- For October there were thirteen (13) re-certifications completed, three (3) recertifications due, with a total of (175) one hundred and seventy-five recertifications, (17) were late with a 64% percentage of late recertifications. No admissions and one (1) transfer. No eviction actions processed. There was no Criminal court appearance. There were no Landlord Tenant Court appearances.
- Ms. Harris presented the Vacancy Report for October reporting an overall occupancy rate of 96%.

Resident Services

The Resident Services report for October 2024 was not presented this month:

- No further discussion occurred with the Board.

Development

Project Manager Michael Jackson presented the Development & Modernization report for October 2024:

- No further discussion occurred with the Board

Financial Report

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

- Follow up discussion occurred with Commissioner W. Marshall Knight expressing the improved efforts of the Financial Services team with the updated reports/reporting.
- Follow up discussion occurred with the board regarding an update to the AP numbers. ED Anderson-Preston responded and will provide an update at the December board meeting.

New Business

- Director of HCV Programs, Carolyn Floyd presented Resolution 1425, a resolution to update the newly published fiscal year (FY) 2025 Payment Standards for all programs funded by the Housing Choice Voucher Program. Commissioner Marshall Knight called for a motion to approve Resolution #1425. Commissioner Theodos motioned to approve resolution #1425 and Commissioner Wilson seconded the motion. Resolution #1425 was approved.

Additional Board/Staff Comments:

- None


Public Comments:

- None

Adjournment:

- Commissioner W. Marshall Knight motioned to adjourn the public meeting at 6:49pm. By unanimous vote, the Board of Commissioners adjourned the public meeting at 6:50pm.

Attest/ Witness:





W. Marshall Knight
Commissioner


Jessica G. Anderson-Preston/
Executive Director/Secretary