

**Minutes of the Virtual Regular Meeting
of the Board of Commissioners
of the St. Petersburg Housing Authority
August 27, 2020**

Commissioner Owens, Chair, called the meeting to order at 10:00 a.m. At roll call, the following Commissioners were in attendance:

Present at Roll: Commissioner Stephanie Owens, Chair
 Commissioner Jerrilyn Evans
 Commissioner James Dates
 Commissioner Terri Lipsey Scott

Staff Present: Robin Adams, Asset Management Officer
 Larry Butler, Social Services Director
 Audria Davis, Compliance Officer
 Larry Gonzalez, Housing Choice Voucher Officer
 Pamela Hobbs, Procurement Officer
 Andrea Joyal, Acting Finance Officer
 Jackie Roberson, Human Resources Officer
 Mikayla Gleason, Communications Specialist

Others Present: Charles Harris, Attorney, Trenam Law
 Rose Coman, NIC Sign Language Interpreter
 Valerie Scafoglio, NIC Sign Language Interpreter
 Fradique Rocha, Co-chief Executive Officer, CVR Associates
 Kris Warren, Senior Vice President, CVR Associates

SUBJECT: Approval of the Agenda

BOARD ACTION: Commissioner Lipsey Scott motioned to approve the agenda. Commissioner Dates seconded the motion. There was no further discussion and a vote was called:

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Legal Report

Charles Harris, attorney with Trenam Law, presented his legal report. Mr. Harris stated that he has provided legal support to the Human Resources Office on matters regarding COVID-19 and employment. He also provided an update on the legal proceedings surrounding former St. Petersburg Housing Authority CEO Tony Love. Mr. Harris suggested going into a closed session at the next board meeting so that he may provide further detail on the case and informed board members the case must be mediated before January 2021. There was no further discussion.

SUBJECT: Approval of Minutes of the April 9, 2020 Virtual Special Call Meeting

BOARD ACTION: Commissioner Dates motioned to approve the minutes. Commissioner Evans seconded the motion. There was no further discussion and a vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Approval of Minutes of the April 17, 2020 Virtual Special Call Meeting

BOARD ACTION: Commissioner Evans motioned to approve the minutes. Commissioner Dates seconded the motion. There was no further discussion and a vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Approval of Minutes of the May 15, 2020 Virtual Special Call Meeting

BOARD ACTION: Commissioner Evans motioned to approve the minutes. Commissioner Dates seconded the motion. There was no further discussion and a vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES

Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Approval of Minutes of the May 22, 2020 Virtual Finance Committee Meeting

BOARD ACTION: Commissioner Dates motioned to approve the minutes. Commissioner Lipsey Scott seconded the motion. Commissioner Evans asked that the record reflect the minutes were for a Finance Committee Meeting, not a general Board Meeting.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Approval of Minutes of the June 25, 2020 Virtual Regular Board Meeting

BOARD ACTION: Commissioner Evans motioned to approve the minutes. Commissioner Dates seconded the motion. There was no further discussion and a vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Approval of Minutes of the July 27, 2020 Virtual Personnel Committee Meeting

BOARD ACTION: Commissioner Lipsey Scott motioned to approve the minutes. Commissioner Dates seconded the motion. There was no further discussion and a vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Approval of Minutes of the July 28, 2020 Virtual Special Call Meeting

BOARD ACTION: Commissioner Lipsey Scott motioned to approve the minutes. Commissioner Dates seconded the motion. There was no further discussion and a vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Approval of Minutes of the August 3, 2020 Virtual Emergency Board Meeting

BOARD ACTION: Prior to addressing the minutes, Commissioner Evans requested all those not speaking to mute their microphones. Commissioner Owens agreed to consider the request. Commissioner Lipsey Scott motioned to approve the minutes. Commissioner Evans seconded the motion.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Public Forum

There was no Public Forum.

SUBJECT: Chairperson Report

On behalf of the Board, Commissioner Owens thanked LaShunda Battle, former Interim Chief Executive Officer and Acting Chief Operating Officer of SPHA, for her service and leadership. As her second item, Commissioner Owens commended staff for their ability to continue providing exemplary service in light of the COVID-19 Pandemic. For her third remark, Commissioner Owens applauded members of the Board for going above and beyond in terms of governing the agency, supporting staff and serving residents. Commissioner Owens also expressed the Board's gratitude to new CEO, Michael Lundy.

SUBJECT: Report from the Personnel Committee

BOARD ACTION: Commissioner Dates reported on the Personnel Committee Meeting that occurred on July 27, 2020. The primary topic of the meeting was establishing a set of goals and objectives for Mr. Lundy. The list was distributed to the Commissioners, who provided feedback. Mr. Lundy and Commissioner Dates worked to address concerns and edit the document to meet Board recommendations. A final draft was sent to Commissioners on August 16, 2020. Further feedback was not given and Commissioner Dates requested authorization to finalize and sign the document, along with Mr. Lundy, and add it to the CEO's personnel file. Commissioner Evans moved to approve the goals and objectives as last submitted to the Board. Commissioner Dates seconded the motion.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Resident Interest Reports

Commissioner Owens reminded the Board and Staff that Commissioner Sharlene Gambrell-Davis, formerly Chair of the Resident Interest Committee, is no longer a member of the SPHA Board of Commissioners. The Vice Chair is Commissioner Lipsey Scott, who will serve as Chair until a resident is elected to the Board and named Chair of the committee.

A. New CEO Meet and Greet with SPHA Families

Commissioner Lipsey Scott briefly discussed her and Mr. Lundy's virtual meet and greet with residents and turned the meeting over to Mr. Lundy.

Commissioner Evans stated that she had not been made aware of a meeting with residents and expressed her wishes to be involved in such meetings.

Commissioner Evans also asked the Board to consider scheduling a Resident Interest Committee Meeting. Commissioner Owens informed Commissioner Evans that the Board had been made aware of the meeting via email.

Commissioner Lipsey Scott clarified that the meeting had been scheduled by Mr. Lundy and she offered to introduce him. The meet and greet was not a meeting of the Resident Interest Committee. Commissioner Lipsey Scott also said she is anticipating a meeting of the Resident Interest Committee.

B. Clearview Park, Disston Place, Gateway Place, Romaine, Jordan Park & Sunset Oaks Management Report

Robin Adams, Asset Management Officer, presented her Property Management Report and gave a COVID-19-specific update. Ms. Adams informed the Board that, on July 29, the Governor extended the moratorium on evictions for non-payment of rent through September 1. Ms. Adams also reported on COVID-19-related events and assistance, including the Foundation for a Healthy St. Petersburg's "Mask Up" event at Jordan Park on July 25 where free masks and information were provided.

C. Social Services Report

Larry Butler, Social Services Officer, reported on events, healthcare opportunities and free food options available to residents, including the Pinellas County Urban League's Grab-and-Go lunch event and Community Health Centers of Pinellas's mobile COVID-19 testing site – both at Jordan Park. Commissioner Owens discussed the 2020 Census and asked Mr. Butler to further encourage residents to fill out the Census. Commissioner Dates asked about disaster kits provided to residents. Mr. Butler informed him weather radios, flashlights, first aid kits and more were included. Commissioner Owens also asked Mr. Lundy and Mr. Butler to encourage residents to request a vote-by-mail ballot in case of inclement weather or other disaster.

D. Tenant Activity Report

Larry Gonzalez, Housing Choice Voucher Officer, reported on SPHA's Section 8 program. Impacts from job and income loss due to COVID-19 were mostly seen earlier in the year and rent was adjusted accordingly. According to Mr. Gonzalez employment and income are now starting to rise back to pre-pandemic levels and rent will be reevaluated as necessary.

E. Resolution #2571 – A Resolution to approve the 2021 Payment Standards for the Housing Choice Voucher Program

BOARD ACTION: Mr. Gonzalez presented Resolution #2571 to the Board and recommended adopting the 2021 Small Area Fair Market Rents. Mr. Lundy added the payment standards will increase opportunities for affordable housing families and help residents become more self-sufficient. There was no further discussion. Commissioner Evans motioned to approve the resolution. Commissioner Dates seconded the motion.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

SUBJECT: Finance Reports

A. Financial Reports & Capital Improvement Grant Review

Andrea Joyal, Acting Finance Officer, presented the July 2020 Financial Reports and Capital Improvement Grant Review. There was some discussion between Ms. Joyal and Commissioner Owens.

B. Fraud Recovery Program Status Report

Audria Davis, Compliance Officer, presented the Fraud Recovery Program Status Report for the months of June 2020 and July 2020.

SUBJECT: Chief Executive Officer Comments

Mr. Lundy spoke on three points: outreach communication with stakeholders, new or enhanced housing initiatives and new funding opportunities. Mr. Lundy and the Board extensively discussed partnerships with community organizations and potential services such as a Family Self-Sufficiency Program which will focus on homeownership.

SUBJECT: Old Business

A. Jordan Park Redevelopment Update

Mr. Lundy presented Jordan Park redevelopment updates and brought up resident issues such as parking and access to services. Mr. Lundy also discussed relocation procedures and options for residents with the Board.

B. HUD's Technical Assistance Update

Fradique Rocha and Kris Warren with CVR Associates provided an update on HUD's technical assistance. Ms. Warren discussed three HUD Technical Assistance Work Plans. Ms. Warren also provided an overview of the extensive staff and Board training underway. Commissioner Lipsey Scott voiced concern over scheduling conflicts when it comes to Board training sessions. Commissioner Owens and Ms. Warren extensively discussed findings that HUD was asking the Authority to address. Commissioner Owens and Ms. Warren also spoke on the updated Human Resources Handbook. There was extensive discussion between Commissioner Owens, Mr. Rocha and Ms. Warren.

SUBJECT: New Business

Commissioner Lipsey Scott stated she was recently made aware of additional Authority-owned property that she had not previously known about and suggested scheduling a tour for all the Board members of all SPHA-owned property and land. Mr. Lundy agreed to arrange such a tour. Commissioner Evans informed the Board there is no need for a motion in order to move forward with this action.

Commissioner Evans also introduced new business and asked for the status of the RFP for Legal Counsel. Mr. Lundy informed the Board it has been reviewed by staff and will most likely be included in the September Regular Board Meeting. Commissioner Evans restated her concern over the matter and its delay. Mr. Lundy reassured her a recommendation will be made to the Board in September.

Commissioner Dates discussed the possibility of having a socially-distanced in-person meeting between the Board Members and CEO. Commissioner Evans seconded the idea. Commissioner Owens and Mr. Lundy discussed the feasibility of in-person or partially in-person meetings.

Commissioner Lipsey Scott extended thanks to Ms. Battle for her service and wished her well. The Commissioner also extended her gratitude towards Mr. Lundy and welcomed him to the Authority.

There being no further business, the meeting was adjourned at 12:14 p.m.

Approved and adopted this September 24, 2020.

Stephanie A. Owens, Chairperson

Michael Lundy, Secretary