

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, March 25, 2024

Minutes

Present:

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

Staff:

Jessica Anderson-Preston, Executive Director, HA
Dawnay Green, HCV Deputy Manager, HA
Carolyn Floyd, HCV Program Manager, HA
Jacqueline Massiah, FAS, HA
Karanja Slaughter, Division Manager, HAD
Denise Haffenden, Asset Management, HAD
Crystal Harris, Asst. Property Manager, HAD
Crystal Ford, Resident Services, HAD
Michael Jackson, Sr. Project Manager, HAD
Thaddeus Green, Development Officer, HAD
Gloria Bowens-O'Neal, Compliance Officer, HA
Kelvin Jay Noble, Procurement Officer, HA
Carrie Blackburn Riley-Legal Services
Alana Speed Harris-HR Manager, HA
Mugure Crawford, HA, Recorder
Guest: Angie Rodgers-DCAO, CEX Office
Jim Chandler-ADCAO, CEX Office

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

Approval of Minutes: Commissioner Knight called for a motion to approve the

February 26, 2024 minutes. Commissioner Shannon motioned to approve the minutes and Vice Commissioner Nadir seconded the motion. The minutes were approved.

Reports by Executive Director:

- Executive Director Anderson-Preston provided the board with a brief update on NSPIRE inspections.
- Executive Director Anderson-Preston provided the board with an update on the CDBG Roof Project.
- Executive Director Anderson-Preston alerted the board of the pending Bond Resolution; specifically disposition of property resolutions.
- Executive Director Anderson-Preston requested the Board set aside a mid-month special board meetings to execute disposition resolutions that may be time sensitive for execution.
- Executive Director provide the Board an update on HUD FHEO and the need to go into Executive Session to further discuss after today’s public meeting.

Office of Compliance:

- Executive Director Anderson-Preston presented the Compliance Division updates to the board on behalf of Ed Davis, Compliance Manager .
- No further discussion occurred with the Board.

Housing Choice Voucher Program:

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

- Follow up discussion occurred with Commissioner Theodos regarding the Utilization rate. Dawnay Green responded.
- Follow up discussion occurred with Commissioner Knight regarding the moratorium on rent increases. Executive Director Anderson-Preston and Dawnay Green both responded.

Resident Fulfillment:

- No new updates currently for the Resident Fulfillment log

Housing Assistance Division:

Denise Haffenden, HAD Division Asset Manager presented the HAD report as follows:

- There were no move-ins and two (2) move-outs for the month of February 2024

PHA-wide

- Follow up discussion occurred with the Commissioner Knight regarding NSPIRE inspection concerns regarding the smoke detectors at Owens Rd.
- Follow up discussion occurred with the board regarding the move out summary. Denise Haffenden note the typo for the move out summary.
- Follow up question occurred with Commissioner Theodos regarding Owens Road vacancies. HAD Division Manager, Karanja Slaughter responded.
- Follow up discussion occurred from Commissioner Knight regarding the next steps in the future of repositioning and having units sitting vacant.
- Follow up discussion occurred with Commissioner Theodos regarding unpaid rent. Denise Haffenden responded.

Occupancy/Recertification

- For February there were seventeen (17) re-certifications completed, twenty-two (22) recertifications due, a total of (298) two-hundred ninety-eight recertifications, of those (238) were late with an 80% 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. Haffenden presented the Vacancy Report for December reporting an overall occupancy rate of 87%.

Resident Services

Crystal Ford presented the Resident Services report for February 2024:

- No Further comments or questions expressed by the Board.

Development

Karanja Slaughter, HAD Division Manager presented the Development & Modernization report for February as follows:

- 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 February 29, 2024:

- Follow up discussion occurred with Commissioner Knight regarding the budget numbers.
- Follow up discussion occurred with Commissioner Wilson regarding providing a written explanation with the variance report.

New Business

- Karanja Slaughter, HAD Division Manager presented resolution 1409, Resolution Authorizing and Approving the Development Plan for The Cassidy Apartments; Authorizing and Approving the Issuance, Sale, and Delivery of Tax-Exempt or Taxable Obligations in One or More Series to Provide Partial Financing for the Cassidy Apartments. Commissioner Knight called for a motion to approve Resolution #1409. Commissioner Theodos motioned to approve resolution #1409 and Vice Chair Blackwell seconded the motion. Resolution #1409 was approved.
- Executive Director Jessica Anderson-Preston presented resolution 1412, a resolution Authorizing the Executive Director of the Housing Authority of Prince George's County to Dispose of Properties.

- Commissioner Knight called for a motion to approve Resolution #1412. Commissioner Shannon motioned to approve resolution #1412 and Commissioner Theodos seconded the motion. Resolution #1412 was approved.

Additional Board/Staff Comments:

- None

Public Comments:

- None

Adjournment:

- Commissioner Knight motioned to adjourn the public meeting at 6:44pm to vote to go into closed session to discuss pending litigation. By unanimous vote, the Board of Commissioners meeting adjourned the public meeting at 6:45 p.m. At 6:46pm 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 8:00pm. At 8:01pm Commissioner Knight 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. Commissioner Knight then motioned to adjourn the public meeting at 8:02pm. By unanimous vote, the Board of Commissioners adjourned the public meeting at 8:03pm.

Attest/ Witness:



W. Marshall Knight /Commissioner


Jessica G. Anderson-Preston/
Executive Director/Secretary