

The Housing Authority of Prince George's County, Maryland  
Board of Commissioner's Meeting  
Monday, October 24, 2022

**Minutes**

**Present:**

**Commissioners:**

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

**Staff:**

Nathan F. Simms Jr., Executive Director, HA  
Ron McCoy, RAD Division Manager, HA  
Dawnay Green, RAD Deputy Manager, HA  
Belay Ademu, Accounting Services Manager, FAS  
Jacqueline Massiah, General Ledger Supervisor, FAS  
Karanja Slaughter, Division Manager, HAD  
Denise Haffenden, Deputy Manager, HAD  
Crystal Harris, Asst. Property Manager, HAD  
Dante Clark, Asst. Property Manager, HAD  
James McGraw, Development Manager, HA  
Crystal Ford, Resident Services, HAD  
Ed Davis, Compliance Manager, HA  
Gloria O'Neal, Compliance Officer, HA  
Nicole Garrett, 504 Manager, HA  
Carrie Blackburn Riley, Legal Counsel  
Mugure Crawford, HA, Recorder

**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 at 5:33 p.m. having declared a quorum with the following Commissioners present: Cherice Shannon, W. Marshall Knight, Regina Nadir, Layton Wilson, and Vice Chair Euron Blackwell.

**Approval of Minutes:** Chairwoman Yolanda Hawkins-Bautista called for a motion to approve the September 26, 2022, meeting minutes. Chair Yolanda Hawkins-Bautista noted a correction in the September minutes to add further

discussion regarding staff reports. Commissioner Cherice Shannon motioned to approve the minutes and Vice Chair Blackwell seconded the motion. The minutes were approved with correction.

**Reports by the Executive Director:**

- HAPGC continues to work in good faith with HUD’s Office of Fair Housing and Equal Opportunity in regard to VCA and other Fair Housing matters
- HAPGC facilitated a tour of our public housing communities and discussions on our overall development strategy with HUD’s Office of Recapitalization (Program Administration Office); ED Simms thanked the Office of Recap team for their collaboration and thanked the Housing Assistance Division for their time, effort, and coordination.
- HAPGC has started its planning for the FY 2024 budget formulation.
- Follow up discussion with Chair Bautista occurred regarding VCA updates.

**Housing Choice Voucher Program:**

Housing Choice Voucher Program Manager Ron McCoy presented the HCV report:

- Follow up discussion with Chair Bautista occurred regarding HCV events and application review for the planning of this event.
- Follow up discussion occurred with Chair Bautista regarding the automation of the Yardi system.

**Resident Fulfillment:**

- No new updates at this time for the Resident Fulfillment log

**Housing Assistance Division:**

Deputy Manager Denise Haffenden presented the HAD report, as follows:

- There were no move-ins and no move-out for the month of September 2022

**PHA-wide**

- Follow up discussion occurred with Chair Bautista regarding the PH Waitlist/ACOP. Compliance Officer, Gloria O’Neal addressed Chair’s questions.

**Occupancy/Recertification**

- For September, there were (14) re-certifications completed and no new admissions and no transfers. No eviction actions processed. There was no Criminal court

appearance. There were no appearances for Mental Health Court. There was one (1) Landlord Tenant Court appearance

- Denise Haffenden also presented the Vacancy Report for September reporting an overall occupancy rate of 94%.

### **Resident Services**

Resident Services Manager Crystal Ford reported the Resident Services report for September 2022:

- Follow-up discussion occurred with the board regarding Resident Services work with the office of Emergency Management.

### **Development**

James McGraw presented the Development & Modernization Report for September 2022:

- No comments or questions were expressed by the Board

### **Financial Report**

Accounting Services Manager Belay Ademu presented the Finance Report and reported on key highlights for the month ending September 31, 2022.

- Follow-up discussion occurred with Chair Bautista regarding the HAP increases.

### **New Business:**

- Bond and Development Manager James McGraw presented resolution 1382, a resolution Authorizing the Executive Director to Submit Rental Assistance Demonstration (RAD) Application to the US Department of Housing and Urban Development (HUD). Chairwoman Yolanda Hawkins-Bautista called for a motion to approve Resolution #1382. Commissioner Cherice Shannon motioned to approve the resolution and Vice Chair Blackwell seconded the motion. Resolution #1382 was approved.

### **Unfinished Business:**

- None

### **Public Comments:**

- None

**Adjournment:**

- Chairwoman Yolanda Hawkins-Bautista motioned to adjourn the public meeting, by unanimous vote, the Board of Commissioners meeting adjourned at 6:23 p.m.

**Attest/ Witness:**

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**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: 2023.01.03 23:08:23 -05'00'

Yolanda Hawkins-Bautista/Chairwoman



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Nathan F. Simms, Jr./  
Executive Director/Secretary



