

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, October 28, 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, Accounting Services Manager, HA
Crystal Harris, Director Property & Asset Management, HAD
Crystal Ford, Resident Services Manager, HAD
Michael Jackson, Sr. Project Manager, HAD
Dante Clark, Procurement & 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: Chairwoman Yolanda Hawkins Bautista called the meeting to order virtually at 5:33pm declaring a quorum with the following Commissioners present: Commissioner Cherice Shannon, Commissioner Brett Theodos, Commissioner Marshall Knight, Commissioner Layton Wilson, Vice Chair Blackwell and Commissioner Regina Nadir

Approval of Minutes: Chairwoman Yolanda Hawkins Bautista called for a motion to approve the September 23, 2024 minutes. Commissioner Shannon motioned to approve the minutes and Commissioner Blackwell seconded the motion. The September board minutes were approved.

Reports by Executive Director:

- Executive Director Anderson-Preston provided the board with Agency-Wide updates for the Housing Authority.
- Executive Director Anderson-Preston updated the board on recent agency- wide staffing promotions.
- Director Anderson-Preston updated the board on the status of the agency audit.

- Director Anderson-Preston updated the board on the status on the upcoming November 7, 2024 County Council Meeting where DCAO Rodgers is scheduled to speak on behalf of the agency.
- No further comment or discussion was expressed by the board.

Housing Choice Voucher Program:

Executive Director Jessica Anderson Preston presented the HCV report on behalf of Housing Choice Voucher Division Director, Carolyn Floyd who experienced audio issues:

- No further discussion occurred with the Board.

Resident Fulfillment:

- No new updates currently for the Resident Fulfillment log

Housing Assistance Division:

Executive Director Jessica Anderson Preston presented the HAD Report on behalf of Crystal Harris, Director of Property & Asset Management who experienced audio issues:

- There were no move-ins and (1) move-outs for the month of September 2024

PHA-wide

- No further discussion occurred with the Board.

Occupancy/Recertification

- For September there were sixteen (16) re-certifications completed, six (6) recertifications due, a total of (274) two-hundred seventy-four recertifications, of those (274) were late with an 65% 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.
- Director Anderson-Preston presented the Vacancy Report for September reporting an overall occupancy rate of 96%.

Resident Services

Executive Director Anderson Preston presented the Resident Services report for September 2024 on behalf of Crystal Ford:

- No further discussion occurred with the Board.

Development

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

- Follow up discussion occurred with the Board regarding the status and the delay in the closing of the Cottage City Towers redevelopment project and the Maryland CDA response. Executive Director Anderson Preston responded and provided the board with an update.

Financial Report

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

- Follow up discussion occurred with Chair Bautista noting a mistake on page 33 of the Financial reports on the Cash Flow Management report regarding the year-to-date amounts. Ms. Massiah and Executive Director Preston both responded and Ms. Massiah will provide the board with a corrected report.

New Business

- None

Additional Board/Staff Comments:

- None

Public Comments:


- None

Adjournment:


- Chairwoman Yolanda Hawkins Bautista motioned to adjourn the public meeting at 6:17pm to vote to go into closed session to discuss possible litigation. By unanimous vote, the Board of Commissioners meeting adjourned the public meeting at 6:18 p.m. At 6:21pm 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 6:22pm. At 6:38pm 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 6:40pm. By unanimous vote, the Board of Commissioners adjourned the public meeting at 6:41pm.

Attest/ Witness:





Yolanda Hawkins Bautista
Chairwoman



Jessica G. Anderson-Preston/
Executive Director/Secretary