

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF KANSAS CITY, KANSAS**

Thursday, January 16, 2020
12 noon

Administrative Office
1124 N. 9th Street

On the 16th day of January 2020 at noon the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in regular session. The meeting was called to order by Chairman Watkins, and upon roll call, the following members of the body were present:

Matthew T. Watkins, Chairman
Rev. Jimmie L. Banks, Vice-Chairman
Jacques Barber, Commissioner (via conference call)
Broderick Crawford, Commissioner
Don Jolley, Commissioner
P. Anne McDonald, Commissioner
Timothy J. Rhodes, Commissioner
Denise Tomasic, Commissioner
Linda Warner, Commissioner

ABSENT: Rachel Jefferson, Commissioner
Cardelia Walker, Commissioner
Charles Wilson, Commissioner

ALSO PRESENT: Thomas M. Scott, Executive Director/CEO
Cherrie Escobar, Director of Section 8
Gerald Glavin, Asst. Director of Facilities Management
Sharron Davis-Mays, Self-Sufficiency Coordinator
Benice Meeks, Assistant Director of Finance
Jacqueline D. Randle, Executive Services Manager
Julio Marino, Jr., Inventory Clerk/IT Support
Caroline Rogers, Director of Finance
Anthony J. Shomin, Director of Facilities Management
Kendra Tyler, Asst. Director of Housing Management

Chairman Watkins called the meeting to order and roll call was taken.

Chairman Watkins called for the approval of the minutes. Commissioner McDonald made a motion to approve the minutes of December 19, 2019. Commissioner Jolley seconded the motion and the following vote was recorded:

AYES: Banks, Crawford, Jolley, Rhodes, McDonald, Tomasic, Watkins
NAYS: None
ABSENT: Barber, Jefferson, Walker, Wilson
ABSTAIN: Warner.

Motion carried.

Chairman Watkins suggested moving up the agenda items. Commissioner Crawford made a motion to move up the consent and discussion items. Commissioner McDonald seconded the motion and the following vote was recorded:

AYES: Banks, Crawford, Jolley, Rhodes, McDonald, Tomasic, Watkins, Warner
NAYS: None
ABSENT: Barber, Jefferson, Walker, Wilson
ABSTAIN: None

Motion carried.

New Business Consent Item

Resolution No. 2020-01, authorizing the declaration of an emergency to evaluate, design, repair, replace and upgrade the agency's computing system and retroactively authorize the Executive Director to execute a contract to evaluate, design, repair, replacement and upgrade of the computing system with Converge One.

Mr. Scott noted this has been discussed quite a bit. With no further comments, the vote was taken.

Vice-Chairman Banks made a motion to approve Resolution No. 2020-01. Commissioner Rhodes seconded the motion and the following vote was recorded:

AYES: Banks, Crawford, Jolley, Rhodes, McDonald, Tomasic, Watkins, Warner
NAYS: None

ABSENT: Barber, Jefferson, Walker, Wilson
ABSTAIN: None

Motion carried.

RESOLUTION NO. 2020-01—AUTHORIZING THE DECLARATION OF AN EMERGENCY TO EVALUATE, DESIGN, REPAIR, REPLACE AND UPGRADE THE AGENCY'S COMPUTING SYSTEM AND RETROACTIVELY AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT TO EVALUATE, DESIGN, REPAIR, REPLACEMENT AND UPGRADE OF THE COMPUTING SYSTEM WITH CONVERGE ONE.

Commissioner Barber joined the meeting via conference call.

New Business Discussion Item

Resolution No. 2020-02, approving the Family Self-Sufficiency Program Action Plan, was introduced.

Mr. Scott noted that Ms. Mays would be in charge of the Family Self-Sufficiency (FSS) Program. He advised that the Housing Authority was successful in receiving a grant for the self-sufficiency program which would be used for Section 8 program participants only. The amount received is for the employment of a FSS Coordinator that Ms. Mays will supervise. This is a five-year program for Housing Choice Voucher participants to be involved in ongoing training. During the course of the program an amount would be deposited in escrow for the participants. At the end of five years, the money would be available to them. The money would be drawn out of LOCCS. Mr. Scott noted we are ready to hire a FSS Coordinator. Commissioner Warner asked for clarification on page 33 regarding being free of welfare assistance. Ms. Mays explained that participants could receive SNAP, Medicaid and child care assistance, and still qualify for the FSS program. However, they are encouraged to work, which drives the program. Money goes into an interest bearing escrow account monthly. Mr. Scott noted that Ms. Mays has worked with this program in Johnson County and Kansas City, Missouri. Commissioner McDonald referred the Board to page 32, under Support Services, where she was hoping to see something about substance abuse treatment. She explained that substance abuse could be a factor for some in the program. Ms. Mays noted that the case manager would work directly with the families and provide referrals. Mr. Scott suggested that Ms. Mays add that language to the program to include substance abuse treatment. Commissioner McDonald indicated she could be a resource for Al-Anon.

Commissioner Warner made a motion to approve Resolution No. 2020-02 to include substance abuse treatment referrals. Commissioner Crawford seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Crawford, Jolley, Rhodes, McDonald, Tomasic, Watkins, Warner

NAYS: None

ABSENT: Jefferson, Walker, Wilson

ABSTAIN: None

Motion carried.

RESOLUTION NO. 2020-02—APPROVE THE FAMILY SELF-SUFFICIENCY PROGRAM ACTION PLAN.

Executive Director's Report

- Mr. Scott informed the Board that HAB has been here all week. The first two and a half days were spent with the finance staff and the rest of the time was spent with other departments. We will identify areas of concern and have HAB come back at a later time to provide additional training.
- The phone system upgrades began this week and are in process. The kick-off date for the data upgrades is January 29, 2020.
- HCap, who is recruiting for the Assistant Director of Finance, Director of Housing Management and Executive Director. They have identified 4-6 candidates for the Assistant Director of Finance position. The search for the Assistant Finance Director position began in December prior to the holidays. The Director of Housing Management and Executive Director positions were approved on Monday and posted on Wednesday. Chairman Watkins asked about HAB. Mr. Scott noted they that HAB has stayed until 7 p.m. several nights this week. He indicated that while we have not made a final determination about HAB, he believes they will be okay and that we will stick with them.
- Mr. Scott has not heard back from Bonner Springs' city council. He will provide a follow-up when he hears back from them.
- Pictures are available from the property on Meadowlark Lane. Mr. Scott than provided a re-cap before the slide show began. He advised that we were given the go-ahead in August or September to continue with the Meadowlark Lane project.
- Mr. Glavin then narrated the slide show and Mr. Marino facilitated the show. (Commissioner Crawford leaves.) Mr. Glavin thanked the Board for its support of the new maintenance facility and expressed his staff's

appreciation. Mr. Scott acknowledged Mr. Shomin and his staff for their work on the new maintenance facility. Chairman Watkins indicated the project was advancing and taking shape.

Committee Reports

Chairman Watkins called for committee reports.

Bylaws

Commissioner Barber indicated there was no report.

Finance

Commissioner McDonald indicated there was no report.

Inclusion and Public Information

Commissioner Warner indicated there was no report.

Personnel

Vice-Chairman Banks indicated that a written summary of their meeting on Tuesday was passed out. They are making progress which fits with the direction of the organization. He noted the personnel appraisal system is being updated to more adequately measure the various levels of staff. The final performance appraisal form will be brought to the Board for its approval.

Development and Improvement

Commissioner Rhodes indicated the Development and Improvement committee has not met this year, but will meet shortly.

Resident Participation

Did not meet.

Executive Committee

Did not meet.

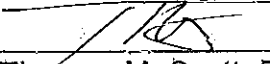
CHIG

Chairman Watkins indicated that CHIG has its quarterly meeting scheduled for next Tuesday.

Commissioner McDonald asked about the NAHRO webinar that was noted in the handouts. Commissioner Rhodes indicated that NAHRO has put out two webinars which would be of particular interest to this Board, one is in regard to non-federalized funds and the other one is in regard to repositioning properties. Commissioner McDonald expressed her interest in attending one or both of the trainings; and to have the training in one location at the Housing Authority. It was noted that the maximum attendance would be six. Chairman Watkins suggested having Ms. Randle send something out to see how many are interested and going from there.



Matthew T. Watkins, Chairman



Thomas M. Scott, Executive Director/CEO