

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

Thursday, February 15, 2018
12 noon

Administrative Bldg.
1124 N. 9th Street

On the 15th day of February 2018 at 12 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:

Matt Watkins, Chairman
Rev. Jimmie L. Banks, Vice-Chairman (*via phone*)
Jacques Barber, Commissioner
Rachel Jefferson, Commissioner
P. Anne McDonald, Commissioner
Alvin Sykes, Commissioner
Denise Tomasic, Commissioner
Linda Warner, Commissioner

ABSENT: John Breitenstein, Commissioner
Robert Frey, Commissioner
Timothy J. Rhodes, Commissioner
Charles Wilson, Commissioner

ALSO PRESENT: Milton Scott, Executive Director
Anwar Crockett, Asst. Director of Housing Management
Cherrie Escobar, Director of Section 8
Gerald Glavin, Asst. Director of Facilities Management
Melinda L. Linnell, Director of Housing Management
Sharron Davis-Mays, Self-Sufficiency Coordinator
Benice Meeks, Director of Finance
Jacqueline D. Randle, Executive Services Manager
Veronica Sanders, Financial Analyst
Anthony J. Shomin, Director of Facilities Management
Loretta Heath, President St. Margaret's Res. Assn.
Vergie Mitchell

Chairman Watkins asked for roll call. After which, he called for the approval of the minutes. Commissioner Warner made a motion to approve the minutes of January 15, 2017. Commissioner Jefferson seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Jefferson, McDonald, Sykes, Tomasic, Warner, Watkins

NAYS: None

ABSENT: Breitenstein, Frey, Rhodes, Wilson

ABSTAIN: None

Motion carried.

Executive Director's Report

- The written Executive Director's report is on pages 6—22 of the February 2018 board packet.
- Mr. Scott noted that the revised Nondiscrimination and Appeals Hearing policies and procedures were submitted to the DOJ for further feedback and approval. Once approved the agency has 30 days to implement the policy and provide training for our staff and other individuals identified in the settlement agreement.
- A pre-training workshop was held with the directors and hearing officers to be ready to implement the new policies and procedures. This was held on January 12, 2018.
- A copy of Chairman Watkins' response to HUD regarding our occupancy and a recovery plan is part of today's handouts to the Board.
- There is a handout regarding the New Year Celebration. A fundraiser for United Way took place at the event and each department head gave an overview for the coming year.
- Ms. Linnell discussed occupancy and security concerns. She referred the Board to page 16 of the board packet which shows the occupancy report. An additional report was also provided to show occupancy and will eventually merge the two. The goal is to keep the AMPs at 97% or higher to improve occupancy and scoring with HUD. Commissioners McDonald and Warner asked about taking units out of service at Juniper Gardens to impact the percentages and Mr. Scott noted that we would not get subsidy if the units were removed from service. Commissioner Tomasic questioned the average wait time. Ms. Linnell noted average wait time was up to 120 days and stressed that you want a waiting list and a faster turn around, and maintenance staff is working overtime to achieve this. Commissioner Tomasic asked if staff could show how many are on the waiting list and how many are promised out. Ms. Linnell agreed to provide this information. Commissioner McDonald suggested having Ms. Davis-Mays put together a focus group in the area where we want to increase occupancy. Commissioner Warner asked about average turnaround time. Mr. Glavin responded that average turnaround time for a unit is about four days, but depends on severity of the unit and bedroom size.

- Ms. Linnell then introduced her new Assistant Director of Housing Management, Anwar Crockett noting his 20 years of housing experience. After which she turned her attention to crime prevention. The Board was informed that Mr. Crockett and Mr. (John) Bond, Property Manger at Juniper Gardens, are working with the KCKPD to put together a neighborhood watch. She then discussed having met with the Chief of Police and would be meeting with District Attorney Mark Dupree to partner with them to improve communication. The ban list is being added to the agency website which consists of about 800 names only, no pictures. Commissioner Tomasic questioned the criteria for being placed on the list. Ms. Linnell noted lease violations, and residents can also request that someone go on the list. The police will have access to the ban list. Questions of why someone would be allowed back in the building after being on the ban list were addressed. Ms. Linnell noted those on the ban list can request a hearing to be removed from the ban list. Mr. Scott added that we will work with the District Attorney's office to prosecute people that are returning to the building. Social problems will cause someone to be banned from all the properties. Those with social problems are reconsidered after three years.
- Ms. Linnell provided the Board with crime statistics for the city. In 2017 there were 18,469 total reported crimes in Kansas City, Kansas. There were 25 total reported crimes in Bethany Towers. There were 35 total reported crimes in Westgate Towers and 36 total reported crimes in Wyandotte Towers. These crimes consisted of robbery, forgery and domestic battery. The crime in our buildings consisted mostly of domestic battery and is statistically insignificant compared to the rest of the city.
- Commissioner Sykes noted that the crime statistics do not reflect unreported crimes and his building would not be statistically insignificant. Mr. Scott noted that this is where the neighborhood watch, policing and community resources would come in. Additionally, the city crime statistics do no reflect unreported crimes, as well.
- Mr. Scott reminded the Board that the agency would be closed on Monday, February 19, 2018 for President's Day.

Committee Reports

Bylaws

Commissioner Barber apologized for leaving his written report at home. Two items were addressed at the last meeting and one was the description of standing committees. He asked that all of the Chairs of the standing committees meet with the Bylaws Committee by the end of next month to come up with a

standard format for the committee descriptions. He would like to have this on the agenda for the April board meeting. Chairman Watkins asked that each committee submit its descriptions to the Bylaws Committee by March 15, 2018.

The other item from the Bylaws Committee was forming the jurisdiction-wide resident council. There are already resident councils and MOUs at each site. HUD regulations do provide for a jurisdiction-wide resident council to be recognized by the housing authority. A recent look at the language shows a difference. However, the current legislation says there can be individual and jurisdiction-wide councils. The current issue is who we would give recognition to. He noted this is an example of the overlap between the Bylaws Committee and the Resident Participation Committee. The Resident Participation Committee should lead on this matter. The Bylaws Committee could remain as a resource to the Resident Participation Committee to make sure everything is in compliance. Commissioner Jefferson noted that Mr. Singleton brought this discussion to the Resident Participation Committee. She had no idea there was an attempt to move this to the Bylaws Committee. Commissioner Sykes noted it was never moved and Commissioner Barber was wanting to make sure we stayed in compliance and used best practices. Commissioner Jefferson suggested that Commissioner Barber be invited to the Resident Participation Committee meeting. Commissioner Barber noted he was just being supportive. It was on his report to determine if the Board itself was in compliance in how we recognized the councils. Mr. Scott noted that Dr. Smith reported on this years ago.

Finance

Commissioner McDonald noted that she did not have a written report. The Finance Committee along with Ms. Meeks, Ms. Linnell, Ms. Escobar, Mr. Shomin and Mr. Scott met on February 5, 2018 to review the RFPs for financing the properties on Meadowlark Lane. The group wants to inquire, if they only finance one property, will there be changes to the proposals. A joint meeting has been set with the Development Committee on February 22, 2018. Mr. Scott noted a review of the annual budget will also take place at that meeting. Commissioner McDonald expressed hearing Internet reports about drastic cuts to the budget in general and Section 8 in particular. Mr. Scott noted we would review this on February 22, 2018 and look at our options at that time.

Inclusion and Public Information

Commissioner Warner noted they met on January 29, 2018 to look at what they will be doing. A mission statement was drafted. They are looking at the Procurement Policy and asking questions of staff. They are looking at raising the cap on small bid purchases.

Personnel

Chairman Watkins noted that a Personnel Committee meeting would be held in the near future to address some pending issues.

Development and Improvement

Chairman Watkins noted that a joint Development and Finance meeting would be held on February 22, 2018.

Resident Participation

Commissioner Sykes noted that a meeting was held at Bethany Towers on January 30, 2018. They discussed having an art festival, a crime watch and security concerns. Commissioner Jefferson added that there was discussion of providing a cash prize for the art contest, *What a House Means to Me*. The art contest would take place in the summer. They discussed community reporting to deter crime. There was discussion about having an armed guard on the weekends. Mr. Scott noted the agency has received bids for an armed guard.

Executive

Chairman Watkins noted the Executive Committee has not met.

Community Housing Investment Group (CHIG)

Chairman Watkins noted that CHIG met and they are putting together a wish list for Delaware Highlands Assisted Living.

Public Comments

Chairman Watkins called for comments. Vergie Mitchell, Kansas City, Missouri; noted that she has spoken to Mr. Scott in regard to public housing and mental health. Her son was homeless three or four years, he suffers from schizophrenia, was in jail and in and out of hospitals. He was admitted to Bethany Towers and she is his payee. While she pays his rent, her son did not check his mailbox for 3-4 months. He was evicted and she was not notified. She questioned if mental illness fell under social issues. Chairman Watkins noted this period was for comment and we would have to get her a response. He added that a complaint has been filed with HUD and we could not respond in this forum. Commissioner Jefferson asked if the Board would receive copy of this complaint.

Chairman Watkins indicated the he had just received the compliant today and the board would be provided with a copy.

The next person to address the board was Loretta Heath, Douglas Heights President. She has been apart of this process for close to 40 years. Ms. Heath observed that Mr. Crockett is a good manager who walks the property and is not just getting a check. He works well with the sheriff's department. Mr. Crockett and Ms. Linnell are on top of things. Ms. Heath noted that residents are concerned that Mr. Crockett would be leaving, but she has assured them that he is not leaving, but moving up. She mentioned the ban list and the fact that the doors open slowly at the high-rises and thugs quickly move into the building. She concluded that they do not like losing Mr. Crockett. She indicated the Ms. Davis-Mays keeps them up on rules and regulations. She mentioned Mr. Shomin and Mr. Glavin are also doing a good job.

New Business Consent Items

Resolution No. 3361, authorizing a contract for the implementation of KDHE work plans for Wyandotte Towers and Bethany Towers, was introduced.

Mr. Shomin presented this resolution to accept the bid and authorize a contract for the Kansas Department of Health and Environment (KDHE) Work Plan for Wyandotte Towers and Bethany Towers. The objectives are to identify and investigate contaminant sources, determine the vertical and horizontal extent of contamination for each impacted media, identify human health and environmental receptors. Evaluate potential risks and impacts to those receptors and maintain quality assurance and quality control standards. This is the next step to getting the OIG audit resolved. Mr. Shomin indicated some of these items could take years, but the OIG would like this completed by December 31, 2018

Commissioner McDonald made a motion to accept Resolution No. 3361. Commissioner Barber seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Jefferson, McDonald, Sykes, Tomasic, Warner, Watkins

NAYS: None

ABSENT: Breitenstein, Frey, Rhodes, Wilson

ABSTAIN: None

Motion carried.

RESOLUTION NO. 3361—AUTHORIZING A CONTRACT FOR THE IMPLEMENTATION OF KDHE WORK PLANS FOR WYANDOTTE TOWERS AND BETHANY TOWERS.

Commissioner Sykes asked could the Homeless Prevention Program, listed in the budget, be used as a means for not evicting people from housing. He asked if people who were disabled and not able to clean their unit, could use these funds, rather than face eviction. Mr. Scott noted that Commissioner Sykes was referring to page 8 and he would look at a way to use the funds fairly. Chairman Watkins indicated the Greater Kansas City Coalition for Homelessness also has resources to assist in these matters.

With nothing further, Chairman Watkins called for adjournment and it passed unanimously.

Matt Watkins, Chairman

Milton Scott, Executive Director