

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

Thursday, April 19, 2018
12 noon

Administrative Bldg.
1124 N. 9th Street

On the 19th day of April 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
Jacques Barber, Commissioner
Rachel Jefferson, Commissioner
P. Anne McDonald, Commissioner
Timothy J. Rhodes, Commissioner
Alvin Sykes, Commissioner
Denise Tomasic, Commissioner
Cardelia Walker, Commissioner
Linda Warner, Commissioner
Charles Wilson, Commissioner

ABSENT: John Breitenstein, 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
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
Eric Walker
Wanda Sims
Bobbie Malone
Yvonne Stewart
Carolyn Wyatt
Eleanor Walker

Chairman Watkins asked for roll call. After which, Ms. Cardelia Walker took the Oath of Office as administered by Honorable Judge Timothy Dupree. She

proceeded to introduced herself to the Board and staff. Commissioner Walker is a real estate broker in Kansas City, Kansas; licensed in both Kansas and Missouri. Chairman Watkins noted that he was happy to have Commissioner Walker on the Board and is looking forward to working with her.

Chairman Watkins called for the approval of the minutes. Commissioner Jefferson made a motion to approve the minutes of March 15, 2018. Commissioner Rhodes seconded the motion and the following vote was recorded:

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

Motion carried.

Executive Director's Report

- The written Executive Director's report is on pages 8—24 of the March 2018 board packet.
- Mr. Scott drew the Board's attention to no. 5 where a grant was approved to help residents be successful and prevent evictions. The grant was written though Kim Wilson Housing, Inc.

Committee Reports

Chairman Watkins noted that he has looked at the standing committees which do a lot of the work that comes before the Board. He explained that each committee has a Chair and we want to be conscious of not having too many Board members show up at one time for a meeting as this would be a quorum. He is hoping to have standing dates for regularly scheduled meetings. Commissioners can then choose which meeting they want to attend by contacting the Chair or Mr. Scott in advance of the meeting. Chairman Watkins stated that if there were more than seven Board members present, there would need to be a public announcement that the meeting was taking place.

Commissioner Sykes noted that he asked about this matter last month and the Chair did not know, but said he would check into it. In the meantime,

Commissioner Sykes stated that he contacted Senator David Haley to do the research. As a result, the Kansas League of Municipalities was contacted to research the matter. He noted they countered what the Chair just said, by saying the meeting is open to the public; they can give notice, but only the members of the committee count for quorum purposes. According to his research having more than seven show up is not an issue. Commissioner Sykes asked if the Chair had read the information he provided via Commissioner Barber. The Chair indicated we do not have a lot in common with the League of Municipalities and he does not agree with its stance in this matter. Commissioner Sykes countered that he got his information from the State Attorney General's office as well. Vice-Chair Banks asked what the real issue was. Commissioner Sykes noted the opening of the meeting and who can attend the meeting. He disagrees with the number who can attend the meeting. From his research, attendance by non-committee members does not count against the quorum. Vice-Chair Banks suggested there be some integrity concerning who attends the committee meetings so everyone is not showing up. Commissioner Sykes suggested that anyone be allowed to come, including other Board members not assigned to the committee. He mentioned balancing this with transparency. Commissioner Rhodes noted that if decisions were made based on a quorum during a committee meeting, it could be misinterpreted as a Board decision. Commissioner Sykes noted that only committee members would be allowed to vote and not the body in general. The Board continued to spend time discussing who could attend committee meetings.

Commissioner Barber suggested getting a formal legal opinion, but in his discussion with the Chair and Executive Director, it was left open as to who this would be directed to. Chairman Watkins appreciated all the discussion, but noted all the real decisions would be made with the full Board. Commissioner Sykes asked would the Board be seeking a formal opinion. The Chair suggested talking with the Legislative Auditor or Ethics Administrator at the Unified Government (UG) for how their work is handled. Vice-Chairman Banks noted he was not aware of this amount of detail to take care of the county's business, but he did not have an issue going forward with this. Commissioner Jefferson questioned if the UG was the appropriate party to seek this legal advice. Commissioner Sykes suggested asking the state's Attorney General Office. Commissioner Barber noted that since the housing authority was created by an ordinance of the UG, they would be appropriate. Commissioner Tomasic noted that our concerns could be submitted to Ruth Benien for an opinion. Commissioner Jefferson asked what would be harm in following up the state's Attorney General's Office and Commissioner Sykes agreed. Commissioner McDonald noted that starting with the state Attorney General would bind every agency in the state of Kansas. She suggested starting locally and moving from there if necessary. The Chair noted this would not require a motion and he would reach out to the UG. Commissioner Sykes and the Board were in agreement to begin with the UG and go on from there.

Chairman Watkins noted there will be training at the end of the meeting based on the settlement of the lawsuit; he asked that committee reports be as succinct as possible.

Bylaws

Commissioner Barber stated that he received descriptions from all the committees. He added that a regular meeting time needs to be added to the descriptions. The descriptions will be compiled and emailed to the Board members prior to the next board meeting.

Finance

Commissioner McDonald indicated that in the interest of time, there was no report.

Inclusion and Public Information

Commissioner Warner indicated this committee will have its quarterly meeting on Monday, April 30, 2018 from 10:00 a.m.—11:00 a.m., in the boardroom.

Personnel

Vice-Chairman Banks indicated there was no report.

Resident Participation

Commissioner Wilson noted that this committee met on March 22, 2018 at Glanville Towers. Resident leaders from various developments were in attendance. An agenda was provided to the group and Ms. Davis-Mays helped with lunch and transportation. Ms. Linnell, former Resident Commissioner Theresa Duke and Jannel Jackson were also present. A survey was done to determine what residents would like to see done at their developments. Commissioner Wilson noted he attended a meeting concerning Rolling Groceries which provides healthy foods to low-income areas. They also discussed starting a crime watch.

Executive

Chairman Watkins noted that this committee did not meet.

Community Housing Investment Group (CHIG)

Chairman Watkins noted that CHIG had its quarterly meeting this month. Overall, things are working well at DHAL. There is concern that the Healthcare

Resort is filing for bankruptcy and this impacts our potential clients, as they are lowering their rates. Private pay census is going down as a result. The exterior of DHAL is being painted and a couple of bathrooms have been completed.

Commissioner Jefferson asked what was the process for deciding which Commissioner is appointed to which committee? Chairman Watkins noted this is the duty of the Chair to make the appointment. Mr. Scott added this was in the Bylaws.

Public Comments

There were no comments from the public.

Commissioner Sykes understands the Chair and Vice-Chair are voted in by the body and each Commissioner is appointed by a UG Commissioner and/or the Mayor. If the Chair or Vice-Chair is being replaced by UG Commissioner or Mayor, they are to notify the Board; and a new election would take place for those positions. In this instance, the Commissioner would remain on the board until their appointee is sworn in. Commissioner Sykes asked for clarity of today's meeting since the Chair was the Mayor's appointee and the Mayor has chosen someone else (*Cardelia Walker*) to be sworn. Commissioner Sykes asked wouldn't this remove Chairman Watkins from the position as Chairman of the Board. He cited paperwork that Watkins would be reappointed on the 4th which is two weeks from now and would require a vote from the UG. He noted that at this moment Chairman Watkins was not on the Board and that the clock starts for an election of the Chair. He asked the Chair of the Bylaws committee where this places us at this moment. Chairman Watkins asked for clarification of who Commissioner Sykes was posing to the question to. Commissioner Sykes asked the Chair whether he was on the Board at this minute and noted the rest of the questions were directed to Commissioner Barber. Chairman Watkins noted that he was reappointed by Commissioner Walker two Thursdays ago. It was voted on and passed at the last commission meeting. He noted this came up in 2013 when Chairman Biscanin continued as Chairman after being reappointed by another Commissioner which set precedence. Commissioner Jefferson asked what would trigger a new election under the Bylaws. Commissioner Barber stated the Bylaws say, "*when the seat becomes vacant or it's announced that it will become vacant.*" Chairman Watkins noted this is being worked on as part of the electoral process. Commissioner Jefferson asked would the specific question of what triggers a new election be part of this discussion. Commissioner Sykes asked when the Commissioner becomes aware that he is being replaced, would the body be told. He asked should this have been said last month. Chairman Watkins noted he was not aware of this until receiving a

letter in the mail after the last board meeting. Commissioner Barber noted that the Bylaws Committee is reviewing its standard procedures. He told the board that his term expires March 31, 2018 and he can continue until Commissioner Mike Kane reappoints him or appoints someone else. The position is not vacant until he is replaced or resigns. Commissioner Jefferson noted according to this, the Chair and Vice-Chair keeps their position until they resign or are no longer in the position, and can continue in this role for many years. Commissioner Barber noted they do not continue indefinitely.

The Chairman noted that the settlement agreement with the Department of Justice (DOJ) calls for the implementation of new policies and procedures, and training on these policies and procedures. Mr. Scott explained that the policies and procedures were approved by our Board and submitted to the DOJ for its approval and are now adopted. Commissioner Tomasic asked would there be a person to keep track of what is being asked under the new policy and procedures. Mr. Scott indicated that would be Jackie Randle or the Executive Services Manager. Mr. Scott then conducted training of the Nondiscrimination Policy and Procedures and the Appeals Hearing Policy and Procedures. He provided a PowerPoint presentation along with handouts. The Board was made aware that complaints against the Executive Services Manager would go to the Executive Director and complaints against the Executive Director would go to the Chairman of the Board. The Board discussed employees meeting with residents and how this would be conducted. Commissioner Banks questioned if there could be some way to follow-up with residents after they meet with staff. Mr. Scott noted that an action report is written after each meeting. Commissioner Warner asked about doing a satisfaction survey. Mr. Scott noted he could look at this. Chairman Watkins noted that we need to be careful not to deviate too far from what was negotiated with the DOJ. Mr. Scott agreed that changes would need to be submitted to DOJ, but we could look at this for our own benefit. Commissioner Sykes asked about were the names of witnesses or those in the room revealed to the person that the compliant is against, but found not be guilty. Mr. Scott noted that if someone comes forward as a witness, the complainant would know at that point. The accused person does have the right to know their accuser. However, it would vary case by case. Vice-Chairman Banks noted that the accused is warned of any participating in any acts that are considered retaliatory. At the conclusion of the presentation, Mr. Scott asked the board members and staff to sign off indicating they were present at the training.

Chairman Watkins asked the Board to review their contact information and get it updated with Ms. Randle. The Board was also asked to review Mr. Scott's job performance in this previous year and bring this information back next month to be compiled, and he will have a meeting with Mr. Scott.

Chairman Watkins called for adjournment. Commissioner Rhodes made the motion to adjourn and it passed unanimously.

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Matt Watkins, Chairman

Milton Scott, Executive Director