

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA
January 18, 2024**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on January 18, 2024 at the Housing Authority of the County of Santa Barbara Administrative office located at 815 West Ocean Avenue, Lompoc, CA 93436.

Commissioner James Pearson convened the meeting at 5:00 p.m.

Upon roll call the following Commissioners were present: Shay Allen, Christian Alonso, Lisa Knox-Burns, Greg Ortiz and James Pearson.

Also present were Bob Havlicek, Executive Director; Irene Vejar, Director of Human Resources; Stacey Murphy, Director of Resident & Support Services; Irene Melton, Director of Finance; John Polanskey, Director of Development; Sanford Riggs Director of Operations; Nancy Wesoff, Director of Contract Administration & Compliance; Juan Garcia, Information Systems Manager; Beverly Negrete, Senior Quality Control Manager; Jeremy Frankel, Legal Counsel; Shawn Martin, FireAvert Senior Account Executive; and Kelsie Shroll, Executive Assistant

INTRODUCTIONS

Lisa Knox-burns introduced Kara Shoemaker, Director of Development for Learn Engage Advocate Partners (LEAP).

CLOSED SESSION

Sanford Riggs introduced Jeremy Frankel of Price, Postel & Parma. The Board convened to closed session at 5:10 pm. Conference with Legal Counsel – existing litigation (government code section 54956-9) The Residences at Depot Street L.P. v. Wallace & Smith Contractors, et al., Superior Court, County of Santa Barbara.

The Board reconvened to open session at 5:30 pm. No reportable actions taken in closed session.

ORAL PRESENTATION on Fire Avert Devices

Shawn Martin, from FireAvert, and Sanford Riggs provided a presentation on the FireAvert Devices that have been installed in 600 units so far. They are a smoke and leak detection device. Shawn answered several questions related to the FireAvert System to the satisfaction of the Board. Commissioner Knox-Burns suggested proposing installation of these devices to the Section 8 Housing landlords under the Housing Authority.

PUBLIC HEARING

Proposed Amendments to the 2024 Administrative Plan for the Housing Choice Voucher Program. The Public Hearing began at 6:05 pm. Sanford Riggs and Beverly Negrete gave an overview of the proposed amendments. No members of the public were in attendance and no written public comments were received. The Public Hearing was closed at 6:30 pm.

APPROVAL OF MINUTES

MOTION by Commissioner Alonso, seconded by Commissioner Allen to approve the minutes of the regular meeting of December 14, 2023. All voted aye. Motion carried.

MOTION by Commissioner Knox-Burns, seconded by Commissioner Alonso to approve the minutes of the annual meeting of December 14, 2023. All voted aye. Motion carried.

PUBLIC COMMENT PERIOD

No public comments were received.

REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR

Executive Director, Bob Havlicek reported that in addition to the items noted in his report, there was recently a Senior Group Living Services Board Meeting. From what he's heard, residents are very happy with their meals and services. We are looking into whether residents can get CalFresh EBT cards to offset the meal costs. Bob will also be meeting with Juan Alvarez from the USDA and Juan will be bringing USDA's Rural Development State Director.

APPROVAL OF OPERATION AND MANAGEMENT REPORTS

MOTION by Commissioner Ortiz, seconded by Commissioner Alonso to approve the operation and management reports. Commissioner Knox-Burns requested that John Polansky put any changes in his report in italics to make finding new changes easier. Commissioner Alonso asked about the soil issues and TCO given for Buena Tierra. Bob Havlicek explained the current situation and why we were awarded the TCO and John Polansky updated the Board on the soil issues and explained that everything has been taken care of. There will be no negative exposure for either item.

All voted aye. Motion carried.

APPROVAL OF EXPENDITURES

Resolution No. 4023 - Approval of Expenditure List as submitted, including meeting expenses.

MOTION by Commissioner Knox-Burns, seconded by Commissioner Alonso to adopt Resolution No. 4023. Irene Melton answered several questions related to expenditures to the satisfaction of the Board. All voted aye. Motion carried.

WRITTEN COMMUNICATIONS

HUD Press Release – Expanding Access to Opioid Reversal Medication – Stacey Murphy presented to the Board that Sanford has ordered nonlocking cases for Naloxone for all floors at all of the sites that serve the homeless. They have also been ordered for the front desks of all other sites. Stacey and Sanford answered several questions related to expenditures to the satisfaction of the Board. Stacey will provide more information to the Board at their next meeting regarding if there's an insert with the Naloxone stating what's in it so if people are allergic as well as if there's any risk to people becoming addicted to it.

Golden Village Inn Senior Meeting – Sanford Riggs and Bob Havlicek attended the town hall meeting with residents and staff. Overall, the meeting went well. They are planning to have town hall meetings throughout the year at all sites.

Notification of Change to the Schedule of Changes for Services and Repairs – Sanford Riggs and Bob Havlicek’s take away from the town hall meeting was that we need to be better on communicating and rolling out changes like this. A lot of tenants across multiple sites were worried because they thought they were going to have to start paying maintenance fees now; however, these changes are for anything beyond standard wear and tear of a unit.

Notice of Case Closure – Bob Havlicek and Sanford Riggs explained that a resident from Santa Rita had a disagreement and accused the Housing Authority of discriminating against her for her race. This went to the HUD State Civil Rights Department, but after reviewing the case has been closed and they agreed the Housing Authority did not discriminate.

COMMISSIONERS' ORAL COMMUNICATIONS

Commissioner Knox-Burns suggested that on the upcoming Homelessness Point in Count that there should be a question asking if there were services available to the person with a follow up question asking if they would like someone to contact them about services.

Commissioner Knox-Burns asked how the parking implementation plan is going? Sanford Riggs explained that it hasn’t been rolled out yet. They’re in the process of purchasing the supplies that are needed and then it will be rolled out this year.

John Polanskey relayed a message from Jesse in Salud Carbajal’s office. They’re going to reintroduce the Naomi Schwartz Safe Parking Bill and they’ve asked John to send something on behalf of the Housing Authority, but also individually if the Commissioners would like they can send a message to Salud’s office. Commissioner Knox-Burns suggested that they should bring this up during the NAHRO conference in April.

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution No. 4024 - Approval of Amendments to the 2024 Administrative Plan for the Housing Choice Voucher Program. **MOTION** by Commissioner Alonso, seconded by Commissioner Knox-Burns to approve Resolution No. 4024. All voted aye. Motion carried.

Resolution No. 4025 - Approval to Write-Off Uncollectible Tenant Accounts Receivable for the period ended September 30, 2023. **MOTION** by Commissioner Alonso, Seconded by Commissioner Ortiz to approve Resolution No. 4025. All voted aye. Motion carried.

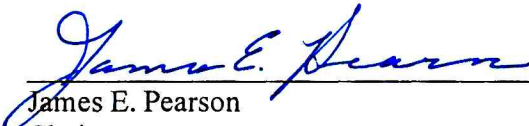
Resolution No. 4026 - Approval to Write-Off Uncollectible Tenant Accounts Receivable for the period ended December 31, 2023. **MOTION** by Commissioner Allen, Seconded by Commissioner Alonso to approve Resolution No. 4026. All voted aye. Motion carried.

MOTION to designate Commissioner delegates to attend the 2024 NAHRO Washington Conference. MOTION by Commissioner Ortiz for Commissioner Ortiz and Commissioner Knox-Burns to attend and for anyone else to attend that is interested, seconded by Commission Allen. All voted aye. Motion carried.

MOTION to re-schedule the regular February 2024 meeting to Thursday, February 22, 2024. MOTION by Commissioner Alonso, seconded by Commissioner Allen to reschedule the February 2024 meeting. All voted aye. Motion carried.

ADJOURNMENT

There being no further business to come before the Board, **MOTION** by Commissioner Allen, seconded by Commissioner Alonso to adjourn the meeting at 7:52 p.m. All voted aye. Meeting adjourned.



James E. Pearson
Chair



Robert P. Havlicek, Jr.
Secretary/Executive Director