

**MINUTES OF THE
SPECIAL MEETING OF THE
BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA
FEBRUARY 22, 2018**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in special session on Thursday, February 22, 2018 at Miller Community Center, 5575 Armitos Avenue, Goleta, California. Chair Knox-Burns convened the meeting at 5:00 p.m.

Upon roll call the following Commissioners were present: Robert Doyle, Mickey Flacks, Larry Hobbisiefken, Lisa Knox-Burns, and John Lizarraga. Fran Clow and James Pearson were excused.

Also present were Bob Havlicek, Secretary/Executive Director, Jackie Bordon, Executive Secretary, Le' Wanda Croft, Goleta Housing Manager, Irene Melton Director of Finance, John Polanskey, Director of Housing Development, Sanford Riggs, Director of Operations and Irene Vejar, Director of Human Resources.

INTRODUCTIONS

Sanford Riggs Jr. and Megan Harmon were introduced.

PUBLIC HEARING: Chair Knox-Burns opened a public hearing at 5:10 p.m. for the 2018 Annual Plan Amendment 1 and the Revised Administrative Plan for the Housing Choice Voucher Program. Sanford Riggs, Director of Operations, gave an overview of the proposed changes and answered questions. A comment letter from People's Self Help Housing was distributed to the Board for review and consideration. There being no further comments, the public hearing was closed at 5:23 p.m.

APPROVAL OF MINUTES

MOTION by Commissioner Flacks, second by Commissioner Lizarraga to approve the minutes of the regular meeting of January 18, 2018. Commission Doyle abstained, all others voted aye. Motion carried.

PUBLIC COMMENT PERIOD

No public comments were received.

REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR

The Executive Director offered to answer any questions about his written report. He distributed the Rona Barrett Foundation Annual Report; the Resident Services Valentine Day Celebration photos; Resident Newsletter; and the Boys and Girls Club Impact Report.

The Executive Director shared the following: Commissioner Fran Clow submitted her resignation from the Board effective immediately; she is relocating to Florida.

Minutes

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Irene Melton, Director of Finance, has been working with the County of Santa Barbara to get a refund on property taxes charged to the Golden Inn and Village; she has been successful in getting a refund of \$24,000.

Most of our developments now have internet service that is offered free of charge to residents. Commissioner Hobbisiefken reported that he called the help number and it has been disconnected.

We have executed a MOU with Santa Barbara Community Action Commission to provide free hot meals to our senior housing developments in Lompoc.

We also have executed a MOU with Community Partners in Caring; this group pairs volunteers with seniors to provide rides to doctor appointments, shopping assistance, etc. in Santa Maria, Lompoc and the Santa Ynez Valley.

We have arranged for Cal OSHA to inspect our maintenance shops and provide a complete report; this is a voluntary consultation.

We are working with the County OEM to provide assistance to victims of the recent debris flow. We have identified approximately 20-30 families who may qualify.

HUD notified us that we will receive 30 additional VASH vouchers.

APPROVAL OF OPERATION AND MANAGEMENT REPORTS

MOTION by Commissioner Lizarraga, second by Commissioner Flacks to approve the operation and management reports. All voted aye. Motion carried.

APPROVAL OF EXPENDITURES

Resolution No. 2731 - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Lizarraga, second by Commissioner Flacks to adopt Resolution No. 2731. Irene Melton and Bob Havlicek answered several questions related to expenditures. All voted aye. Motion carried.

WRITTEN COMMUNICATIONS

All written communications were noted.

COMMISSIONERS' ORAL COMMUNICATIONS

Commissioner Flacks announced that she will be resigning from the Board in May 2018.

Commissioner Knox-Burns reported that she accepted a position with the Montecito Association as a Land Use Consultant.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Resolution No. 2732 – Approval of the Section 8 Management Assessment Program Certification. MOTION by Commissioner Flacks, second by Commissioner Doyle to adopt Resolution No. 2732. The Executive Director reported that this is the fifteenth consecutive year that we have been a high performer in this program. All voted aye. Motion carried.

ADOPTION OF 2018 ANNUAL PHA PLAN AMENDMENT 1. MOTION by Commissioner Flacks, second by Commissioner Doyle to approve adoption of the 2018 Annual PHA Plan Amendment 1 effective February 28, 2018. All voted aye. Motion carried.

ADOPTION OF REVISED ADMINISTRATIVE PLAN FOR THE HOUSING CHOICE VOUCHER PROGRAM. MOTION by Commissioner Lizarraga, second by Commissioner Hobbisiefken to approve adoption of the Revised Administrative Plan for the Housing Choice Voucher Program effective February 28, 2018. All voted aye. Motion carried.

MOTION TO DESIGNATE COMMISSIONER DELEGATES TO ATTEND THE NAHRO WASHINGTON CONFERENCE. MOTION by Commissioner Doyle, second by Commissioner Lizarraga to designate Commissioners Flacks and Knox-Burns to attend the NAHRO Washington Conference. All voted aye. Motion carried.

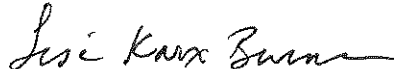
CLOSED SESSION

The Board convened the Closed Session at 6:29 p.m. The open meeting was resumed at 6:34 p.m. The following action was taken in Closed Session:

By unanimous vote, upon recommendation of the Commissioners Personnel Committee, the Board approved a 5% of salary bonus for 2017 for the Executive Director.

ADJOURNMENT

There being no further business to come before the Board, MOTION by Commissioner Flacks, second by Commissioner Lizarraga to adjourn the meeting at 6:35 p.m. All voted aye. Meeting adjourned.



Lisa Knox-Burns
Chair



Robert P. Havlicek Jr.
Secretary/Executive Director