

**MINUTES OF THE  
REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA  
October 19, 2017**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on October 19, 2017 at 815 West Ocean Avenue, Lompoc, California.

Chair Doyle called the meeting to order at 5:00 p.m.

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

Also present were Robert P. Havlicek Jr., Secretary/Executive Director, Jackie Bordon, Executive Secretary, Irene Melton, Director of Finance, Beverly Negrete, Quality Control Manager, Sanford Riggs, Director of Housing Programs and Irene Vejar, Director of Human Resources.

**INTRODUCTIONS**

None.

**CLOSED SESSION** – Consider Claim of Aileen Minto pursuant to Government Code 54956.9(d) (1) (2). The Board convened the closed session at 5:02 p.m. The meeting resumed in open session at 5:15 p.m. The claim of Aileen Minto was rejected by unanimous vote of the Board.

Agenda items were taken out of order to accommodate a previous engagement of Commissioner Pearson.

**WRITTEN COMMUNICATIONS**

Written communications A-C were noted. Bob Havlicek reported that item D, the letter to Section 8 participants, was designed to get attention; since the letter went out, 10 people voluntarily left the program, and several have signed re-payment agreements, one for \$11,000.

Commissioner Pearson shared his perspective on the letter that was sent out to all Section 8 participants. He reported that he received several calls and a personal visit from other voucher holders that were upset about the letter. Commissioner Pearson suggested that participant thought process and ability to interpret these types of communications be taken into consideration before they are sent out. Bob Havlicek agreed to bring any future letters of this type to the Board for discussion before they are sent out.

**APPROVAL OF MINUTES**

MOTION by Commissioner Clow, second by Commissioner Pearson to approve the minutes of the regular meeting of September 21, 2017. All voted aye. Motion carried.

## **MINUTES**

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### **APPROVAL OF EXPENDITURES**

**Resolution No. 2712** - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Lizarraga, second by Commissioner Clow to adopt Resolution No. 2712. Bob Havlicek and Irene Melton answered several questions to the satisfaction of the Board. All voted aye. Motion carried.

### **APPROVAL OF OPERATION AND MANAGEMENT REPORTS**

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

### **NEW BUSINESS**

**Resolution No. 2713** – Approval to Write-Off Un-Collectible Tenant Accounts Receivable for the period ended September 30, 2017. MOTION by Commissioner Clow, second by Commissioner Lizarraga to adopt Resolution No. 2713. All voted aye. Motion carried.

### **PUBLIC COMMENT PERIOD**

No public comments were received.

### **REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR**

Mr. Havlicek entertained questions concerning his written report.

The Executive Director reported on our participation in the upcoming Veteran's Stand Down; two long time staff members left the agency to move out of the area, one to Tennessee and one to Washington State; Governor Brown sign AB74; receipt of a ROSS Grant in the amount of \$61,500.00; Yardi Boot Camp for training employees; and appointment of Larry Hobbisiefken as the new south county tenant commissioner.

Beverly Negrete gave an update on Save My Spot; the waiting list update.

### **COMMISSIONERS' ORAL COMMUNICATIONS**

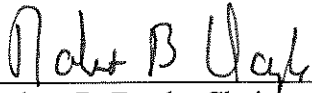
This time was used to ask questions related to the expenditure list.

**UNFINISHED BUSINESS**

None.

**ADJOURNMENT**

There being no further business to come before the Board, MOTION by Commissioner Lizarraga, second by Commissioner Clow to adjourn the meeting at 6:23 p.m. All voted aye. Meeting adjourned.

  
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Robert B. Doyle, Chair

  
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Robert P. Havlicek Jr.  
Secretary/Executive Director