

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA
January 17, 2019**

The Board of Commissioners of the Housing Authority of the County of Santa Barbara met in regular session on January 17, 2019 at 815 West Ocean Avenue, Lompoc, California. Chair Lizarraga convened the meeting at 5:00 p.m.

Upon roll call the following Commissioners were present: Meagan Harmon (on speaker phone), Larry Hobbisiefken, Lisa Knox-Burns, John Lizarraga and James Pearson. Robert Doyle and Jesse Ramirez were excused.

Also present were Bob Havlicek, Secretary/Executive Director, Jackie Bordon, Executive Secretary, Jenny Grimsley, Resident Services Manager, Irene Melton, Director of Finance, Sanford Riggs, Director of Operations, Irene Vejar, Director of Human Resources and Nancy Wesoff, Director of Contract Administration and Compliance.

INTRODUCTIONS

Jenny Grimsley introduced Daisy Rich, FSS Graduate. Ms. Rich completed her FSS Contract with over \$30,000 in escrow and plans to purchase a home.

APPROVAL OF MINUTES

MOTION by Commissioner Pearson, second by Commissioner Burns to approve the minutes of the regular meeting of December 20, 2018. All voted aye. Motion carried.

MOTION by Commissioner Burns, second by Commissioner Hobbisiefken to approve the minutes of the annual meeting of December 20, 2018. All voted aye. Motion carried.

PUBLIC COMMENT PERIOD

No public comments were received.

REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR

The Executive Director offered to answer questions related to his written report. He also reported the effects of the Government Shutdown; our agency has reserves held by HUD (unspent funds from 2018) and we are currently working on getting access to those funds, we will have a more detailed plan to submit next month if the shutdown continues. Commissioner Burns asked if Section 8 landlords are voicing concerns; to date we have not received inquiries from landlords. A memo to staff related to the shutdown was included with the operation and management reports in the Board's packet. A special meeting will be requested if required prior to February 28th.

Our agency received a Certificate of Special Recognition from the Workforce Development Board of Santa Barbara County for our ongoing contribution and support of youth and workforce programs; the plaque was circulated to the Board.

MINUTES

January 17, 2019

Page 2

The MTD Board met last week to review proposals; we will provide more information based on questions from their legal counsel. An update will be provided next month.

The Executive Director reported that resident at 7 of the 9 properties in Goleta now receive free food.

Nancy Wesoff gave an update on the Family Unification Program (FUP) progress.

The Foodbank Empty Bowls event will be held in Lompoc on March 20, 2019.

Sanford Riggs has been in contact with the Lompoc Police Department concerning crime prevention.

APPROVAL OF OPERATION AND MANAGEMENT REPORTS

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

APPROVAL OF EXPENDITURES

Resolution No. 2783 - Approval of Expenditure List as submitted, including meeting expenses. MOTION by Commissioner Pearson, second by Commissioner Harmon to adopt Resolution No. 2783. Irene Melton answered several questions related to expenditures. All voted aye. Motion carried.

WRITTEN COMMUNICATIONS

There were no additional written communications.

COMMISSIONERS' ORAL COMMUNICATIONS

Commissioner Burns reported on a Homelessness and Housing hosted by Second District Supervisor Gregg Hart.

Commissioner Harmon offered to contact Supervisor Hart's assistant Ethan Bertrand as necessary.

Commissioner Hobbisiefken inquired about the installation of security cameras at Parkview Apartments; this item is included in the 2019 budget and will be completed as soon as possible.

UNFINISHED BUSINESS

There was no unfinished business.

MINUTES

January 17, 2019

Page 3

NEW BUSINESS

Resolution No. 2784 – Approval to Write-Off Uncollectible Tenant Accounts Receivable for the period ended December 31, 2018. MOTION by Commissioner Burns, second by Commissioner Hobbisiefken to adopt Resolution No. 2784. All voted aye. Motion carried.

MOTION TO RE-SCHEDULE THE FEBRUARY MEETING TO THURSDAY, FEBRUARY 28, 2019. MOTION by Commissioner Pearson, second by Commissioner Burns to re-schedule the February Meeting. All voted aye. Motion carried. The February meeting is scheduled to be held at Miller Community Center in Goleta.

DISCUSSION/MOTION REGARDING NEED FOR COMMISSIONERS PERSONNEL COMMITTEE. MOTION by Commissioner Burns, second by Commissioner Pearson to retain the Commissioners Personnel Committee for extenuating circumstances. All voted aye. Motion carried.

Prior to adjournment of the meeting, for informational reference, Irene Melton provided the Board with summaries of "Other" expenses for the FYE 12/31/2019 budget.

ADJOURNMENT

There being no further business to come before the Board, MOTION by Commissioner Pearson seconded by Commissioner Burns to adjourn the meeting at 6:01 p.m. All voted aye. Meeting adjourned.



John P. Lizarraga
Chair



Robert P. Havlicek, Jr.
Secretary/Executive Director