

The Board of Commissioners of the Niagara Falls Housing Authority (NFHA) met in a Monthly Board Meeting session on Tuesday, March 12, 2019 at 744 Tenth Street at 4:00 pm. Chair Dobbs called the meeting to order at 4:05 pm.

Present:

Bishop Kevin Dobbs
Mr. Lawrence Cook
Mr. Brian Archie, Sr.
Ms. Kristen Grandinetti
Mr. Frank Soda
Mr. Andrew Turton

Also Present:

Mrs. Patricia L. Barone
Mr. Jason Cafarella

Absent:

At the Request of the Interim Executive Director: Melissa Matsulavage, Nancy Haley, Angela Smith, Mary Jean Buddenhagen, Lamont Glover, Samika Sullivan, Linda Goodman, Tina Matthews and Maria Vitello

I. INVOCATION

Bishop Dobbs gave the invocation.

Lamont Glover, CSS Coordinator gave a presentation on the summary of activities that took place in 2018. A question and answer session followed and Mr. Glover left the meeting.

Linda Goodman and Tina Matthews from Norstar Development were in attendance to answer concerns with regards to the Beloved Community. Commissioner Soda asked that the board be provided data on the number of households per unit. Ms. Goodman and Ms. Matthews left the meeting.

II. APPROVAL OF MINUTES FROM MEETING

On a motion duly made by Commissioner Archie, seconded by Commissioner Soda and carried, the February 12, 2019 meeting minutes of the Board of Commissioners' meeting were approved.

III. CHAIR'S REPORT

Chair Dobbs announced that Mayor Dyster has appointed Marcia Massaro to the board. She will fulfill Alicia Kenyon's term.

IV. INTERIM EXECUTIVE DIRECTOR REPORT

Request approval of the Operating Budget for FYE 4/1/19 – 3/31/20

- Budget work session was held March 5.

Commissioner Grandinetti made a motion to approve the operating budget for fiscal year April 1, 2019 to March 31, 2020. Commissioner Turton seconded and the motion was unanimously carried.

Updates.

- Received receipt of submittal of audit from HUD on February 19.
- Received approval of Agency Plan from HUD on February 19.
- Mr. Roger Lis will give an audit explanation at the April 9th board meeting.
- ATTAIN Lab staff will give a presentation at the May 7th board meeting.
- The annual Let's Talk event will take place March 22 from 8:30 am – 2:00 pm at the FRB.
- Packard Court Community Center will host an auction & networking event on March 23 from 11:00 am – 9:00 pm to raise funds for summer camp. Ms. Sullivan presented the board with an overview of the event.

HUD Physical Inspections.

- Appeal has been denied. Score remains a 68.
- Ms. Haley presented a timeline of events to the board regarding this inspection.

Employment Recruitment.

- First round of interviews for Executive Director to take place March 18 and 19.

Occupancy.

- The occupancy rate for February was 97.51%

Staff Reports.

- Board members received the following reports:
 - Aged Balance, Cumulative Rent Receivable Summary
 - Community and Supportive Services (HOPE VI CSS)
 - Resident Opportunity and Self-Sufficiency (ROSS) Service Coordinator
 - Advanced Technology Training and Information Networking (ATTAIN)

V. Committee Reports:

A. Finance –

Financial statements were reviewed.

Commissioner Soda requested a listing of all payments made to Harter Secrest and Pullano and Farrell with regards to the Packard Court litigation.

Write off Accounts: After review, Commissioner Grandinetti made a motion to approve the write off accounts. Commissioner Soda seconded and the motion was unanimously carried.

B. Family Housing Representative- Mr. Archie.

- Commissioner Archie stated he plans to walk around the sites and introduce himself to the residents. Commissioners Grandinetti and Turton were also interested in going with him as well.

C. Elderly Housing Representative- Mr. Turton.

- Trace Security has begun working at each of the Towers and things are going well.
- Attended the Black History program event on February 23 at the Family Resource Building.
- Elevator work is complete at Wrobel Towers.
- Ms. Smith stated a meet and greet with Trace Security has been rescheduled and will take place on March 15th at 2:15 pm at Spallino Towers and 3:30 pm at Wrobel Towers.
- Ms. Smith stated there is now interest at Jordan Gardens and Packard Court with regards to the Tenant Associations and elections will be forthcoming.

D. Facilities/Operations/IT – Bishop Dobbs – Chairman.

- No report.

E. Planning – Mr. Soda – Chairman.

- Next meeting will be held on March 27.
- Focus will be on creating the matrix.

F. Governance – Mr. Soda – Chairman.

- Minutes from the last meeting given to all board members.
- Strategic Plan is completed from the Planning Committee and has been reviewed, modified and approved by Governance Committee
- Board members are asked to print and complete and self-evaluation.

- The following corporate policies are being requested for approval:

Request approval of the Strategic Plan.

Commissioner Soda made a motion to approve the De-Concentration Policy. Commissioner Turton seconded and the motion was unanimously carried.

Request approval of the Medical Marijuana Policy.

Mr. Cafarella reiterated the conflicting laws on this issue and anticipates changes to the laws (federal and state) in the future. Discussion ensued.

Commissioner Soda made a motion to approve the Medical Marijuana Policy. Commissioner Grandinetti seconded and the motion was unanimously carried.

Commissioner Soda asked how this information will be given to the residents. Ms. Smith stated every resident will receive the policy and will have to sign off on it. Tenant meetings will be scheduled for the sole purpose of explaining the policy.

G. Personnel & Human Resources– Ms. Grandinetti – Chairman.

- Minutes from the last meeting given to all board members.
- Voting will need to take place on the health insurance policy.
- Interviews will begin next week for the position of Executive Director. There are 7 candidates.
- Commissioner Grandinetti brought to the attention of the board that the UPK teacher for the Authority at Abate school will be out for two weeks and the impact it will have on the Authority, school district and children. Mrs. Barone stated she and Ms. Sullivan will contact Mr. Laurie, Superintendent of schools on this. Commissioner Soda asked that a status report be given at next month's meeting.
- The following resolution as well as a policy is being requested for approval:

Resolution 2019-15 – Retiree Medical

Commissioner Soda made a motion to approve Resolution 2019-15 – Retiree Medical. Commissioner Archie seconded.

Mr. Cafarella reported on his research with the board's inclination to provide contracts for the non-union personnel is prohibited since the contracts would be in effect longer than a board member's term of office. Extensive discussion ensued. The motion was unanimously carried.

Request approval of the Retiree Medical Coverage Policy

Commissioner Soda made a motion to approve the Retiree Medical Coverage Policy. Commissioner Turton seconded and the motion was unanimously carried.

H. Counsel – Mr. Cafarella.

- Packard Court litigation – Motion to dismiss was scheduled for February 28th but was adjourned to March 14th. It is hopeful that the motion will be denied and therefore place the Authority in a better position with regards to negotiation for settlement. A settlement conference is scheduled for the end of the month.

- Residency – Not in the best interest to invoke an Article 78 on the civil service commission. Suggested to continue to lobby the administration and civil service commission to change their bylaws and to hold public hearings. Discussion ensued. Mr. Cafarella to meet informally with city administrator about this issue.

Mr. Cafarella requested an Executive Session for the purpose of current litigation and stated no action will be taken.

Commissioner Soda suggested the human resources consultant observe a board meeting for purposes of the disc profile commissioners completed and to have this component be made a part of the board retreat in July.

Commissioner Soda made a motion to enter into Executive Session. Commissioner Turton seconded and the motion was unanimously carried.

Executive Session began at 6:25 pm
Executive Session ended at 6:30 pm

Commissioner Soda made a motion to return to Regular Session. Commissioner Archie seconded and the motion was unanimously carried.

VI. UNFINISHED BUSINESS

None.

VII. NEW BUSINESS

- Next meeting: April 9, 2019 4:00 pm.

VIII. ADJOURNMENT

Motion to adjourn was made by Commissioner Turton, seconded by Commissioner Soda. The motion was unanimously carried. The meeting adjourned at 6:33 pm.

Chairman