

The Board of Commissioners of the Niagara Falls Housing Authority (NFHA) met in a Monthly Board Meeting session on Tuesday, January 14, 2025 at 3:30 pm at 744 Tenth Street, Niagara Falls, NY. Chair Giancola called the meeting to order at 3:33 pm.

Present:

Mrs. Maralynn Giancola
Mr. James Swift
Mr. Gerald Cracknell
Mrs. Colleen Todd
Mr. Brian Archie

Also Present:

Mrs. Patricia Barone
Mr. Brian Hutchison

Absent:

Mrs. Gloria Dolson

At the Request of the Interim Executive Director: Jamie Allen, George Dreer, Roger Lis, Gradycia Williams

I. MOMENT OF REFLECTION

Chair Giancola asked for thoughts and prayers and a moment of silence for President Jimmy Carter and for the people in California and the first responders who are dealing with fires.

II. APPROVAL OF MINUTES FROM MEETINGS

On a motion made by Commissioner Swift, seconded by Commissioner Todd and carried, the December 10, 2024 monthly meeting minutes of the Board of Commissioners was approved.

III. COMMITTEE REPORTS/RECOMMENDATIONS

A. Facilities & Residential Affairs/Senior Living/Community

Commissioner Archie reported that Mt. St. Mary's Health Center was looking to acquire parking spaces at the FRB, but they are still waiting on a reply for what their offer is. There have been no specifics since the last email. There is property across from Mt. St Mary's Health center that if it was donated, Habitat could build homes on for first time home owners and the Housing Authority could partner up with Habitat for construction fees. Commissioner Archie stated that he was made aware that a former employee who was terminated and denied unemployment has found an Attorney to move forward with the Appeal process.

B. Finance – Chair Giancola –

Mr. Lis reported that he looked over the prior year's utility bills and they didn't close out correctly, so less money is owed. There is a water leak at Cornerstone that we have been paying on. The Housing Authority report looks good, we have a profit, but we do have to clean up some accounts and make sure that we are collecting rent. Chair Giancola asked for a motion to approve the reports. Commissioner Archie made a motion, seconded by Commissioner Cracknell. All in favor, motion passes.

C. Governance/Human Resources – Commissioner Swift –

After reviewing the Personnel Action Chart and Leave of Absence Request, Commissioner Swift asked for a motion to approve the Personnel Action Chart. Motion made by Commissioner Archie, Commissioner Cracknell seconded and the motion was unanimously carried.

D. Strategic Planning – Commissioner Cracknell –

Commissioner Cracknell reported that there was no meeting last month so there are no new updates.

E. Occupancy Reports –

Ms. Williams reported that there are 107 vacant units, that include four units offline at the towers and eleven at Jordan Gardens that she is hoping to take offline for RAD. The waiting list for a one bedroom has gone down from 300 to 118. She reports that the Occupancy Department is sending out letters and working with active people. They are working on twenty-five files and seven files are at the sites. The waiting list is getting purged and they are trying to fill the vacancies.

IV. CHAIRMAN'S REPORT

Chair Giancola reported that Tomorrow Allen-Collins is honoring her start date of 1/31/25 and HR is ready for her to start. Chair Giancola reported that she was asked to go to a NOCO presentation on 2/14 regarding lowering energy cost. She will attend this presentation if Mrs. Allen-Collins cannot. Chair Giancola asked for a motion to add changing the time of the Board meetings to 3:00 pm on the agenda. Commissioner Swift made a motion, seconded by Commissioner Todd, All in favor. Motion to make all Board meetings at 3:00 pm was made by Commissioner Cracknell, seconded by Commissioner Swift, all in favor. Motion passes.

V. INTERIM EXECUTIVE DIRECTOR'S REPORT

A.) Updates on Niagara Falls Housing Authority matters

Mrs. Barone stated that she will be working on Wednesdays and Fridays, five hours a day. She stated that she has met with the Directors, the Department Heads and the Maintenance staff. Some staff would like training from past employees, which they would receive a stipend for \$50.00 per hour for a couple hours a day to train. The Employee Handbook was review by the Attorneys and needs approval, the Management Plan for Cornerstone needs to be updated and the CSEA negotiations are at a standstill.

VI. NFHA ATTORNEY REPORT-

Attorney Hutchison reported that projects are moving forward and that he will have more information to provide in February/March.

VII. UNFINISHED BUSINESS

Chair Giancola made a motion to approve amended Resolution No. 2024-78 approval of Civil Service Reimbursement. Commissioner Archie made a motion, seconded by Commissioner Cracknell, all in favor. Motion passes.

VIII. NEW BUSINESS

Next meeting: Tuesday, February 11, 2025 3:00 pm – Administrative Office

IX. ADJOURNMENT

Commissioner Archie made a motion to adjourn. Commissioner Swift seconded and the motion was unanimously carried. The meeting adjourned at 4:08 pm.



Secretary