

The Board of Commissioners of the Niagara Falls Housing Authority (NFHA) met in a Monthly Board Meeting session on Tuesday, May 6, 2025, at 3:00 pm at 744 Tenth Street, Niagara Falls, NY. Chair Giancola called the meeting to order at 3:00 pm.

Present:

Mrs. Maralynn Giancola
Mrs. Gloria Dolson
Mr. Gerald Cracknell
Mr. Jim Swift
Mr. Brian Archie

Also Present:

Dr. Tomorrow Allen-Collins
Mr. Brian Hutchison

Absent:

At the Request of the Executive Director: Jamie Allen, George Dreer, Gradyia Williams

I. MOMENT OF REFLECTION

Chair Giancola wanted to take this moment to remember a friend who passed away Larry Cook, former Board Chair who dedicated his life to the Housing Authority and Dr. Collins' stepfather in law, Thomas Melson, who also passed away. Chair Giancola asked for a moment of silence.

II. PHARMACY TECH STUDENTS CERTIFICATE PRESENTATION

Chair Giancola and Dr. Collins handed out certificates and stipends to two graduates who passed the Pharmacy Tech program.

III. APPROVAL OF MINUTES FROM MEETINGS

On a motion made by Commissioner Cracknell, seconded by Commissioner Swift and carried, April 8, 2025, monthly meeting minutes of the Board of Commissioners was approved.

IV. COMMITTEE REPORTS/RECOMMENDATIONS

A. Facilities & Residential Affairs/Senior Living/Community

Commissioner Archie stated that he would like to have a conversation with Dr. Collins regarding using lots for housing. He then asked if we were having Community Day this year. Dr. Collins stated that we are not having Community Day this year because of the RAD project. She stated that we need to focus internally and that the RAD project will take up a lot of time. Mr. Archie stated that outside people managed Community Day and there was a lot of fundraising done. Discussion ensued.

B. Finance – Chair Giancola –

Mr. Dreer reported that he does not have the financial reports yet, being that it is the last month of the fiscal year. He stated that there will be an update at the Finance meeting next week. Chair Giancola asked for a motion to table resolution 2025-25 approval of the finance reports until the next board meeting in June. Commissioner Swift made a motion, seconded by Commissioner Cracknell. All in favor, motion passes.

C. Governance/Human Resources – Commissioner Swift –

Commissioner Swift stated after reviewing the Personnel Action Chart and Leave of Absence Request regarding the onboarding and promotions there is no reason not to approve. 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 stated that there is nothing new to report.

E. Occupancy Reports –

Ms. Williams reported that eight people moved into Wrobel Towers out of the nine files that were sent over. There was one move in at Spallino Towers and four files went to Beloved Community. The occupancy department is currently working on eighteen files for this month. Spallino Towers

has four vacancies and Wrobel Towers has forty-three vacancies. Mr. Swift asked if there is anything that needs to be changed to help with the vacancies. Ms. Williams stated that we need to get more up to date using technology instead of paper.

V. CHAIRMAN'S REPORT

Chair Giancola reported that she went to Larry's wake, and they requested donations for Sickel Cell Disease. Chair Giancola stated that she is willing to put it out from the Board and the Housing Authority. She stated that if anyone wants to participate, she will make the donation. Chair Giancola stated that Larry was a difference maker who will be missed. Chair Giancola stated that the Commissioners' self-evaluations are due today. Commissioner Swift will go over them, tabulate the responses and then they will be reviewed at the June meeting. Chair Giancola then passed out the ED evaluation for the Commissioners to complete and bring with them to the June meeting. These evaluations will then be shared with Dr. Collins.

VI. EXECUTIVE DIRECTOR'S REPORT

A.) Approval of applying for Section 18 for 60 units under a RAD/Section 18 blend at JG

Dr. Allen-Collins asked for a motion to approve Resolution 2025-27 proposal to apply for Section 18 for sixty units at JG under RAD/Section 18 blend for conversion of Jordan Gardens. Motion to approve Resolution 2025-27 was made by Commissioner Archie, seconded by Commissioner Swift. All in favor, motion passes.

B.) Updates on Niagara Falls Housing Authority matters

Dr. Allen-Collins reported that we had our big meeting yesterday and it went well. She stated that we are still figuring out who will be our Asset Manager, Roger Lis is in line for it. Dr. Collins stated that we are making sure we are moving forward efficiently, and we are making sure the key people are in place. Dr. Collins stated that the board retreat would be better in July since we are closing on RAD in September/October and she can have Linda Goodman come and speak to the Commissioners. Dr. Collins stated that we received eight applicants for our scholarships, and they are due back May 13th from the committee. Spring Cleanup is on May 23rd starting at 8:00 am. Dr. Collins stated that she spoke with HUD regarding our procurement policy and she was told that we do not have to share with the Board when we spend a certain amount. Dr. Collins stated that we will continue to get Board approval for contracts and for when we spend a certain amount because the Board needs to be informed of how much we are spending.

VII. NFHA ATTORNEY REPORT-

Attorney Hutchison reported that at the meeting with M&T and Redstone everything was explained in great detail regarding what the process is that we will be going through. He stated that it sounds like we are ahead of deadlines. Documents will be combined and more uniform which will help us only dealing with one agency. Attorney Hutchison reiterated that sending residents to court is not a punishment, as they get help with paying rent, and we are seeing positive results.

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

Next meeting: Tuesday, June 10, 2025, 3:00 pm – Administrative Office

Commissioner Cracknell made a motion to enter Executive Session. Commissioner Archie seconded, and the motion was unanimously carried.

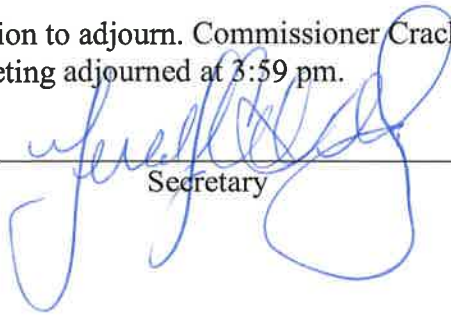
Executive Session began at 3:35 pm

Executive Session ended at 3:52 pm

Commissioner Archie made a motion to return to regular session. Commissioner Cracknell seconded and the motion was unanimously carried. Regular session resumed.

X. ADJOURNMENT

Commissioner Archie made a motion to adjourn. Commissioner Cracknell seconded, and the motion was unanimously carried. The meeting adjourned at 3:59 pm.



Secretary