



Berkeley Housing Authority

Minutes

Regular Board Meeting

BOARD OF THE BERKELEY HOUSING AUTHORITY

Tuesday, April 30, 2024
5:31 pm

1. **Call to Order** *The meeting was called to order at 5:38 pm*
2. **Roll Call** *All present, except Commissioner Davis who arrived at 5:59 p.m.*
3. **Comments from the Public** – none
5. **Approval of Minutes:**
 - A. *March 14, 2024 - Regular Board Meeting minutes were approved. Moved by Commissioner Thomas-Rodriguez and seconded by Commissioner Mathews, (all in Favor except Commissioner Davis, absent and arrived at 5:59 p.m.).*
 - B. *March 25, 2024 – Special Board Meeting minutes were approved with corrections to Commissioner Matthews last name and to include documentation of the Board's interest in seeing more specific measurable outcomes by Grants Consulting to include a timeline, accountability, transparency, checks and balances, a training and transition plan for In-House Staffing, and enforceability of the Contract. Mr. Williams included that the BHA Grants monthly Assessment report meets all of these criteria. Moved by Commissioner Kashani and seconded by Vice Chair Levine, (all in Favor except Commissioner Davis, absent, and arrived at 5:59 p.m.).*
6. **Report from the Executive Director** ~
BHA, Executive Director, James Williams reported the MTW contract was signed on 3/30/23 w/Shara Jones, Principal, PHA Strategies. There was a selection of 10 waivers for FY2023 Supplement Activities, Cohort #4 Strategic Plan. BHA is waiting to hear back from HUD for approval. The MTW FY2024 was waiting for submission and was moved from the submission date of 4/11/24 based on the rescheduling of the Special Board Meeting on 04/30/2024. The requirement of hiring a Technical Assistant was announced and the description of this role was explained. Increase Voucher Utilization Rates were discussed based on the use of Grant's Consulting Services. The 2010 Waitlist is being purged and evaluated and the 2022 Waitlist will be activated to begin working on this year. The Tenant Protection Act of 2019 (AB 1482) Letter to the Landlord was presented. The Board was advised that Union negotiations will be taking place soon. A closed session was recommended for this topic and will be scheduled. BHA's partnership w/ neighboring City Colleges for an internship program that will support Landlord Activities & to be managed by Tilda Barnes, BHA, Management Analyst was launched on schedule and began on 4/29/24 with Intern, Emilia Menjivar. There was a discussion about the logistics of the Internship that revolved around the capabilities of the Internship role placements. Clarification about the extensive training that the Colleges and Students invest to prepare for the Internship was divulged. Customer Service Comment Card for BHA Manager, Tracy Jackson was presented. The Draft BHA Newsletter authored by Commissioner Tracy Matthews was presented.

7. **New Business**

A. *Approval of The FY25 MTWs Board Resolution & Certificate of Compliance was approved and Moved by Commissioner Rossi and seconded by Chair Levine, (all were present and in Favor).*

B. *Housing Authority Responsibilities Regarding AB 1482, The Tenant Protection Act of 2019, The Letter to The Landlord was presented, no questions were asked.*

C. *Adoption of the of the Second Amendment Of Housing Choice Voucher / Project Based Voucher Services with Grants Consulting Firm, Resolution No. 24-03 was approved Moved by Commissioner Davis and seconded by Chair Levine, (all present and in Favor).*

8. **Commissioners' Questions and Matters** ~ None

9. **Communications** ~ None

10. **Adjournment** *Moved and seconded by Commissioner Davis & Commissioner Kashani, the meeting was adjourned at 7:27 p.m. (All in favor, Thomas-Rodriguez, absent.).*

This agenda was posted on the doors of the Berkeley Housing Authority at 1947 Center Street, Berkeley, CA 94704; as well as the Berkeley Housing Authority website www.cityofberkeley.info/bha. The next Regular Board meeting is scheduled June 13, 2024, at 5:31 pm at the 1947 Center Street, Berkeley, CA 94704.

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