



Berkeley Housing Authority

DRAFT Minutes Regular Meeting

BOARD OF THE BERKELEY HOUSING AUTHORITY

Thursday, November 10, 2022

5:31 pm

CHRIS SCHILDT, Chair

Max Levine, Vice Chair

Adolph Moody

Ali Kashani

Dan Rossi

Alexandria Thomas-Rodriguez

1. **Call to Order**

The meeting was called to order at 5:51 pm.

2. **Roll Call**

All Board members present except Vice Chair Levine and Commissioner Moody

3. **Comments from the Public** – Limited to 3 minutes per speaker

None.

4. **Consent Calendar**

None.

5. **Closed Session:** Public Employment (Ca. Government Code § 54957) Title: Executive Director

The Board exited Closed Session at 6:31 pm with nothing to report.

6. **Approval of Minutes:**

- A. October 6, 2022 Special Meeting
- B. October 13, 2022 Regular Meeting
- C. October 18, 2022 Special Meeting
- D. October 27, 2022 Special Meeting

Moved by Commissioner Rossi, seconded by Commissioner Kashani, the minutes for October 6, 13, and 18, 2022 were approved (all in favor except for Vice Chair Levine and Commissioner Moody who were absent).

Moved by Chair Schildt, seconded by Commissioner Thomas-Rodriguez, the minutes for October 27, 2022 were approved with minor formatting edit on page 2 (all in favor except for Vice Chair Levine and Commissioner Moody who were absent; Comm Rossi abstained).

7. Report from the Executive Director (oral report)

Interim Executive Director Jhaila Brown reported that the Project-Based RFP was released on October 28, 2022, with proposals due back November 30, 2022 by 5 pm. No proposals have been received. The RFP does not include project-based

vouchers that BHA is able to put out through MTW. Ms. Brown provided the Board with the dashboard utilization updates. Ms. Brown informed the Board that the People's Park cannot accept the project-based vouchers previously awarded as they will have to fund the project utilizing other funding. Commissioner Kashani inquired as to whether or not staff could add the 27 vouchers to the current RFP. Celinda Aguilar-Vasquez, Acting Management Analyst informed the Board that it would be difficult to add the additional vouchers at this time, as she would be out of the office for two weeks. Ms. Brown reported that she reached out to HUD with regards to the 150% payment standard waiver request. HUD suggested that BHA qualifies for the success rate payment standard where we can set payment standard as high as 120% of the 50th percentile.

8. **New Business**

A. Adopt a Resolution Appointing James Williams as the Berkeley Housing Authority Executive Director/Board Secretary; Authorizing and Approving that certain Executive Director Employment Agreement to be Entered into between the Berkeley Housing Authority and James Williams with an Annual Salary of \$176,300, plus benefits, for a renewable 3 year term; and Authorizing James Williams as Executive Director to Enter Into Service Agreements on Behalf of the Berkeley Housing Authority Up to a Maximum Amount of \$50,000.

Moved by Commissioner Rossi, seconded by Commissioner Thomas-Rodriguez. The Board approved appointing James Williams as the Berkeley Housing Authority Executive Director/ Board Secretary and authorized and approved that certain Executive Director Employment Agreement to be entered into between the Berkeley Housing Authority and James Williams with an annual salary of \$176,300 plus benefits, for a renewable 3 year term; and authorizing James Williams as Executive Director to enter into service agreements on behalf of the Berkeley Housing Authority up to a maximum amount of \$50,000 (all in favor except for Vice Chair Levine and Commissioner Moody who were absent).

B. Finance Report – Actual vs Budget for Period Ending September 30, 2022

Jesy Yturralde, Finance Manager reported that the projected deficit for FY2023 slightly dropped to \$402,452 compared to the original projection of \$410,857 primarily due to savings in salary and benefits. She further informed the Board that this projection is based upon salary and benefits of existing employees on September 30 and is subject to change when the compensation package of the new BHA Executive Director becomes available. Finance Report accepted.

9. **Commissioners' Questions and Matters**

Comm. Thomas-Rodriguez asked about her re-appointment and will email the office of the Mayor to follow up.

10. **Communications**

None.

11. **Adjournment**

Moved by Commissioner Kashani and seconded by Commissioner Thomas-Rodriguez, the meeting was adjourned at 7:11 pm. (all in favor except for Vice Chair Levine and Commissioner Moody who were absent).