



ALBUQUERQUE HOUSING AUTHORITY

*"Empowering people in our community through affordable housing
and self-sufficiency opportunities."*

Minutes of the AHA Board of Housing Commissioners

Regular Meeting

Wednesday, March 19, 2014

Carnis Salisbury Building

1840 University Blvd. SE

Albuquerque, NM 87106

1. Call to Order

The meeting was called to order at 12:01 p.m. (MDT) on March 19, 2014. Chairperson McHard presided. The Board met in the Manuel Cordova Conference Room in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT

Ms. Rebecca Chavez, Resident Commissioner

Mr. D. Todd Clarke, Commissioner at Large

Ms. Janet McHard, Chairperson

Ms. Roxanne Rivera-Wiest, Vice Chairperson

AHABHC MEMBERS ABSENT

Mr. Stephen J. Vogel, Commissioner at Large, Excused

A quorum was present.

STAFF PRESENT

Mr. Matthew Archuleta, Public Housing Program Manager, AHA

Ms. Loretta Baca, Compliance Inspector, AHA

Ms. Ramona Baca, Housing Specialist, AHA

Mr. Matt Bailon, Housing Assistance Coordinator, AHA

Ms. Mundy Boen, Executive Assistant, AHA

Ms. Linda Bridge, Executive Director, AHA

Ms. Barbara D'Onofrio, Fiscal Manager, AHA

Mr. Brian Eagan, Assistant City Attorney, COA Legal Dept

Ms. Sandra Erickson, Office Assistant, AHA

Mr. Andrew Estocin, Associate Director, AHA

Ms. Anna Gonzales, Compliance Inspector, AHA

Mr. Daryl Grimm, Materials Manager, AHA

Mr. Christopher Krupar, Information System Manager, AHA

Ms. Helen Lopez, Accountant, AHA

Ms. Rebecca Mayeaux, Family Self-Sufficiency Coordinator, AHA

Ms. Yvette Morales, Legal Secretary, COA Legal Dept

Mr. Raymond Murrietta, Warehouse Assistant, AHA

Mr. Tom Portillo, Maintenance Manager, AHA

Mr. Vicente Quevedo, Section 8 Housing Program Assistance Coordinator, AHA

Ms. Annamarie Romero, Housing Specialist, AHA

Ms. Anita Sanchez-Triviso, Sr. Personnel/Labor Relations Officer, AHA

Ms. Phyllis Santillanes, Compliance Inspector, AHA
Mr. Christopher Sena, Housing Services Technician, AHA
Mr. James Tacosa, CIP Program Coordinator, AHA
Ms. Janice Wright, Housing Paralegal, COA Legal Dept

VISITORS PRESENT

Ms. Jessica Troncoso, Agave Health
Ms. Cynthia Sisneros
Ms. Julie Moran, Family Self-Sufficiency Program Graduate

3. Approval of Minutes

Board of Housing Commissioners regular meeting, held on February 19, 2014.

Member Clarke moved to approve the minutes; seconded by Member Chavez. The motion carried by a vote of 3-0-1 (For: Clarke, Chavez, McHard; Abstain: Rivera-Wiest).

4. Public Comment

There was no public comment.

5. Consent Agenda

There were no Consent Agenda items.

6. Resolutions and Communications

a) Report of the Secretary – (Executive Director Linda Bridge, Associate Director Andrew Estocin, & Capitol Project Coordinator James Tacosa)

Ms. Bridge and Mr. Estocin presented the AHA Update February/March 2014 Report of the Secretary and the Albuquerque Housing Authority Production Snapshot Report, Mr. Tacosa presented the Capital Funds Report, all three addressed questions from Members of the Board. Please see the attached Report.

Family Self-Sufficiency Coordinator Rebecca Mayeaux introduced Ms. Julie Moran, Family Self-Sufficiency Program Graduate.

Mr. Estocin requested the assistance of two Board members to sit on the AHA Annual Plan Board Sub Committee. Member Clarke and Member Chavez volunteered.

Member Rivera-Wiest requested a comparison of nuisance calls between AHA Public Housing neighborhoods and non-public housing neighborhoods.

Member Clarke moved to accept receipt of the Report; seconded by Member Chavez. The motion was carried by a 4-0 vote.

7. Old Business

There were no Old Business items.

8. New Business

a) The Board met in Closed Session under §10-15-1 (H)(2) NMSA 1978 to discuss a limited personnel matter, annual job performance evaluation of Executive Director Linda Bridge.

Member Clarke moved to meet in Closed Session under §10-15-1 (H)(2) NMSA 1978 at 12:25 p.m. to discuss a limited personnel matter, annual job performance evaluation of Executive Director Linda Bridge. The motion was seconded by Member Rivera-Wiest and carried by a 4-0 roll call vote. All Board members present recessed to discuss this matter.

b) Re-Convene in Open Session; to vote in public on action items, if any.

The Board re-convened in open session at 1:06 p.m. Chairperson McHard announced there were no votes taken during the Closed Session and the only business discussed in Closed Session was annual job performance evaluation of Executive Director Linda Bridge. No motions were made by any members during the closed session.

Member Clarke announced that the Board is in unanimous agreement that they are very pleased with Ms. Bridge's job performance. Member Clarke then moved to formally approve the 1% cost of living increase in wages that all non-union member City Of Albuquerque employees at AHA received on July 1, 2013. The Board also requested that a formal written amendment to Ms. Bridge's employment contract be drafted to approve her also receiving the same 1% cost of living increase in wages effective July 1, 2013. The motion was seconded by Member Chavez and carried by a 4-0 vote.

9. Other Business

Chairperson McHard announced that the AHA 2013 Fiscal Audit went through the NM State Auditor's office and it can now be released to the public, as a public record. The Auditors will present the annual audit report at the Board Meeting on April 16, 2014.


Chairperson McHard announced that the Board currently only controls the pay rate of Ms. Bridge. The Board requested Mr. Estocin and Ms. Bridge's assistance in future consideration of raises to all AHA employees, after July 1, 2014

The next Regular Meeting of the Board will be on Wednesday, April 16, 2014 at 12 noon in the Manuel Cordova Conference Room, at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM.

10. Adjournment

There being no further business to be brought before the Board, Member Clarke moved to adjourn the meeting at 1:11 p.m.; seconded by Member Rivera-Wiest. The motion was carried by a 4-0 vote.

SUBMITTED:



Ms. Linda Bridge
Secretary to the Board

Date: April 16, 2014

READ AND APPROVED:



Ms. Janet McHard
Chairperson of the Board