



**ALBUQUERQUE HOUSING AUTHORITY**  
*"Improving quality of life through housing opportunities"*

**Minutes of the AHA Board of Housing Commissioners**

Regular Meeting  
Monday, April 18, 2012 (MDT)  
Manuel Cordova Conference Room  
& Closed Meeting in Small Conference Room  
1840 University Blvd SE  
Albuquerque, NM 87106

**1. Call to Order**

The meeting was called to order by Chairperson Stephen J. Vogel at 12:02 p.m. with four members present. Currently one seat on the Board is vacant. A quorum was present to conduct business.

**2. Roll Call**

**AHABHC MEMBERS PRESENT**

Ms. Rebecca Chavez (Resident Commissioner)  
Mr. Tom Growney (Vice Chairperson)  
Ms. Roxanne Rivera-Wiest (Member at Large)  
Mr. Stephen J. Vogel (Chairperson)

**STAFF PRESENT**

Ms. Evett Birdsong, Executive Assistant  
Ms. Robin Dozier-Otten, Director, Department of Family and Community Services  
Mr. Brian Eagan, Assistant City Attorney, COA Legal Dept  
Detective Muñoz, Albuquerque Police Department, AHA Liaison  
Ms. Dolly Newman, Executive Director, Board Secretary, AHA  
Ms. Anita Sanchez-Trivizo, Senior Personnel/Labor Relations Officer, Department of Family & Community Services  
Mr. Sam Vivian, Deputy Director, AHA  
Detective Andrew Wickline, Albuquerque Police Department, AHA Liaison  
Ms. Janice Wright, Housing Paralegal, COA Legal Dept.

Chairperson Vogel stated that the Albuquerque Housing Authority Board of Housing Commissioners (AHABHC) does not electronically record its general meetings. Chairperson Vogel explained that there was an exception, if the public body was acting as an adjudicatory body. That is the case today in regards to Ms. Newman's employment status, therefore, this meeting will be audio recorded.

Also, Chairperson Vogel announced that Member Rivera-Wiest had permission to leave the Board Meeting by 12:40 p.m.

**3. Old Business**

Chairperson Vogel proposed to amend the agenda by moving item 7 b to the beginning of the agenda to accommodate Member Rivera-Wiest's schedule. Item 7b was moved up the agenda so that the limited personnel matter regarding Executive Director Dolly Newman may be addressed first, before Member Rivera-Wiest needed to leave for the day.

Vice Chairperson Growney moved the amended agenda, seconded by Member Chavez, and the motion was carried by a vote of 4-0.

**4. Closed Session**

At 12:06 p.m., Member Chavez moved that the Board convene in a closed session seconded by Member Rivera-Wiest, and the motion was carried by a vote of 4-0.

The Board members convened in a closed session in the small conference room across the hallway. Chairperson Vogel invited Assistant City Attorneys Brian Eagan and Rebecca Wardlaw to attend the Closed Session. Chairperson Vogel requested that Dolly Newman and Robin Dozier Otten remain available for any questions or discussion from the Board.

**5. Re-Convene in Open Session**

- a) The Board re-convened in Open Session at 12:27 p.m., and Chairperson Vogel announced that this was temporary because the Board wanted to invite Ms Newman to address the Board. Chairperson Vogel then asked if Ms. Newman had received the April 13, 2012 report from the Director of City of Albuquerque Human Resources Vincent Yermal and she stated she had. Ms. Newman then requested to speak with the Board in closed session.

At 12:28 p.m., Member Chavez then moved that the Board to proceed to convene in a Closed Session, seconded by Member Rivera-Weist, and was carried by a vote of 4-0.

**6. Re-Convene in Open Session**

The Open Session re-convened at 12:56 p.m., and Chairperson Vogel announced that the only topic discussed by the Board during the Closed Session was the limited personnel matter concerning Executive Director Dolly Newman, and there was no vote taken.

Member Chavez then moved to approve "Resolution 2012-09, Termination of Employment of Dolly Newman as Executive Director of the Housing Authority;"

“Whereas, Dolly Newman has been employed in 2012 as the Executive Director of the Albuquerque Housing Authority, a Public Body Corporate; Be it resolved that the Hearing Officer Mark Sheppard’s report dated April 13, 2012 should be adopted in substantial part by the Board;

Be it further resolved, that based on the findings of the Hearing Officers report, after the pre-determination hearing with Ms. Newman, the board finds that it has just cause to impose discipline on Dolly Newman;

Be it further resolved, that the Board finds that the appropriate discipline is termination of her employment as Executive Director of the Albuquerque Housing Authority due to a pattern of decision making that showed a lack of professional sound judgment of her actions as Executive Director;

Be it further resolved, that the termination be effective immediately.”

The motion was seconded by Vice Chairperson Growney, and was carried by a vote of 4-0.

Member Rivera-Wiest was then excused from attending the remainder of the Board Meeting at 12:59 p.m. and she left the meeting room.

**7. Approval of Minutes for Regular Meeting March 21, 2012**

- a) Chairperson Vogel moved to amend the minutes under item 6a, to show that a motion was passed that receipt be noted of the March 2012 report of the secretary. The amendment was approved on a vote of 3-0.

Vice Chairperson Growney moved to approve the amended minutes, seconded by Member Chavez and the motion was carried by a vote of 3-0.

**Approval of Minutes for Special Meeting April 2, 2012**

- b) Chairperson Vogel moved to amend the minutes under item 8b, to show that the motion to approve the minutes was made by Vice Chairperson Growney. The amendment was approved on a vote of 3-0

Vice Chairperson Growney moved to approve the amended minutes, seconded by member Chavez and the motion carried by a vote of 3-0.

**8. Bills and Communications**

**A) Report of Secretary – Robin Dozier Otten**

Interim Executive Director Robin Dozier Otten explained to the Board Members that the monthly Report of the Secretary on the current status of housing authority operations was not available at this time; however, a thorough report on the current status of housing authority operations will be available at the next Regular Meeting of the Board, in May 2012.

Interim Executive Director Otten announced to the Board that the AHA employees had been carrying on their good work during the past month, and she was very pleased to have had several conversations with employees. She felt that the agency was in good hands.

B) Mr. Sam Vivian, Interim Deputy Director

i.) 5 Year Plan, 2012 Annual Plan

Interim Deputy Director Vivian, presented the '5 Year Plan and the 2012 Annual Plan' and addressed questions from Board members. Immediate Approval was requested since the deadline to submit the Plans to HUD for their approval of a grant of capital funding, was the day before the AHA Board Meeting. HUD willing to overlook the deadline, as long as the Plans were approved today and then quickly submitted to HUD for review and approval.

A motion was made by Vice Chairperson Growney, and seconded by Member Chavez to approve the 5 Year Plan and the 2012 Annual Plan, with the understanding that the Plans will need to be amended at a future time to reflect the omission of various capital improvement projects that were accidentally left out of the plan (for example: construction of 20 additional Public Housing units at 9109 Copper Av NE). The motion carried by a vote of 3-0.

ii.) Section 8 Rental Assistance Program Administrative Plan, 2012 edition

Interim Deputy Director Vivian, presented the 'Section 8 Rental Assistance Program Administrative Plan' and addressed questions from Board members.

Assistant City Attorney Brian Eagan advised the Board that to avoid legal problems in the future, an amendment was needed to Appendix I, Part C – Informal Hearing Procedures, on page 87 of the 2012 edition of the Administrative Plan. Specifically, Brian advised the Board to delete the following from becoming Public Housing Authority (PHA) Policy:

“AHA has designated the following to serve as hearing officers:

- Executive Director
- Deputy Executive Director
- Housing Assistance Coordinator – Public Housing
- Housing Assistance Coordinator – Compliance Inspector
- Management Staff of Bernalillo County Housing Department”

And to instead continue to follow existing AHA Policy: to use the attorneys at the City's Office of Administrative Hearings to conduct all Informal Hearings for Section 8 Housing Choice Voucher termination cases

Member Chavez moved to adopt the amended 'Section 8 Rental Assistance Program Administrative Plan' and seconded by Vice Chairperson Growney, and was carried by a vote of 3-0

Mr. Eagan advised the Board to adopt amended Resolution 2012-07 to formally appoint Robin Dozier Otten as 'Interim Secretary to the Board' as well as Interim Executive Director of AHA.

A motion adopt amended Resolution 2012-07 was made by Vice Chairperson Growney, and seconded by Member Chavez and a vote was carried by 3-0

**9. Public Comment**

There was no public comment.

**10. Consent Agenda**

There were no items listed on the consent agenda.

**11. New Business**

There was no new business.

**12. Other Business**

Chairperson Vogel announced that the field trip to visit the AHA properties should be scheduled for a later date and requested for Interim Executive Director Otten to suggest future dates.


**13. Announcement:**

a) Pursuant to City of Albuquerque Executive Communication (EC-2012-80 ) Ms. Janet M. McHard, Certified Public Accountant (CPA), has been appointed to serve on the AHA Board of Housing Commissioners. Ms. McHard fills the vacancy created on January 3, 2012 by the resignation of Brandi Riddle, CPA. Ms. McHard was nominated on March 26, 2012 to serve by Mayor Richard J. Berry and then confirmed by a vote of the City Council. Ms. McHard will be sworn in to office as a Housing Commissioner at the next regular meeting.

b) The next regular meeting of the Board will be May 16, 2012.

There being no further business brought before the Board, a motion was made by Vice Chairperson Growney to adjourn the meeting at 1:43 p.m., and seconded by Member Chavez, and the motion was carried by a vote of 3-0.

**SUBMITTED:**

  
\_\_\_\_\_  
Robin Dozier Otten, Interim Secretary

**READ AND APPROVED:**

  
\_\_\_\_\_  
Stephen J. Vogel, Chairperson of the Board