

HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
SPECIAL BOARD MEETING
502 East Highland Mall Blvd.
Suite 106-B
Austin, Texas 78752
December 4, 2014
11:00 a.m.

MINUTES

The Housing Authority of Travis County, Texas held a Board of Commissioners Meeting at 502 East Highland Mall Blvd., Suite 106-B, Austin, Texas 78752 on the above date. A quorum was established, and Interim Executive Director/Chairman Melvin G. Wrenn called the meeting to order at 11:13 a.m.

ROLL CALL

Roll Call of Commissioners: Interim Executive Director/Chairman Melvin G. Wrenn, Commissioner Willie S. Anderson, Commissioner Richard Moya. Absent: Vice Chairman Philip Barnes, Commissioner Sarah Anderson. Staff in Attendance: Interim Executive Director/Chairman Melvin G. Wrenn, Administrative Assistant Debbie Honeycutt. Interim Executive Director/Chairman Melvin G. Wrenn certified the quorum.

CITIZEN COMMUNICATION

Anyone desiring to discuss or comment on items directly related to the HATC is always welcome; sign-in must be completed prior to the opening of the meeting. Please limit all presentations to 3 minutes or less. If the item is deemed related to an agenda item at the current meeting, the presiding officer will inform the citizen that pending action(s) remain.

There were none at that time.

Commissioner Willie S. Anderson made a **motion** to adjourn to Executive Session to discuss Items 1, 2, 3, & 4. Commissioner Richard Moya seconded the motion, which **passed** unanimously.

The Board adjourned to Executive Session at 11:18 a.m.

Item 5: Executive Session – Pursuant to the Texas Government Code Annotated, the Commissioners may discuss the following agenda items. In addition the Commissioners may also discuss and consider any other item posted on this agenda if there are issues that require consideration in Executive Session and the Commissioners announce that the item will be considered during the Executive Session.

- A. According to the Texas Government Code Annotated 551.071, Consulting with Attorney.
- B. According to the Texas Government Code Annotated 551.072, Real Property.
- C. According to the Texas Government Code Annotated 551.074, Personnel Matters.

Item 6: Reconvene from Executive Session and take any action deemed necessary as a result of the Executive Session discussions.

The Board reconvened at 1:12 p.m.

ROLL CALL

Roll Call of Commissioners: Interim Executive Director/Chairman Melvin G. Wrenn, Commissioner Willie S. Anderson, Commissioner Richard Moya. Absent: Vice Chairman Philip Barnes, Commissioner Sarah Anderson. Staff in Attendance: Interim Executive Director/Board Chairman Melvin G. Wrenn, Administrative Assistant Debbie Honeycutt. Interim Executive Director/Board Chairman Melvin G. Wrenn certified the quorum.

Item 2: Presentation, deliberation, discussion and possible action on selection of the top candidates for Executive Director of Housing Authority of Travis County (HATC) and Executive Secretary of Strategic Housing Finance Corporation (SHFC).

Ms. Willie Anderson made a **motion** to prepare a lists of priority candidates that are applicants for the Executive Director position for the Housing Authority of Travis County (HATC), as well as a list of candidates that have indicated prior experience with public housing. She said after those list are prepared, they should be presented to all HATC Commissioners with the idea that at the next scheduled Board meeting, which is scheduled for December 17, 2014, a screening would have been completed to narrow the list. Commissioner Richard Moya seconded the motion, which **passed** unanimously.

Item 3: Discussion, deliberation and possible action on temporary assignment of Housing Authority staff to perform duties, functions and responsibilities related to SHFC and subsequent staff restructuring roles and responsibilities.

Mr. Moya made a **motion** to table Item 3, pending discussion and approval by Strategic Housing Finance Corporation. Ms. Willie Anderson seconded the motion, which **passed** unanimously.

Item 4: Discussion, deliberation and possible action on Intergovernmental/Interlocal Agreements between Housing Authority City of Austin and the Housing Authority of Travis County

Mr. Moya made a **motion** to authorize the Chairman to negotiate an Interlocal Agreement with the Housing Authority City of Austin, and bring it back to the board for approval. Ms. Willie Anderson seconded the motion, which **passed** unanimously.

ACTION ITEMS – DISCUSSION

Item 1: Presentation, deliberation and possible action regarding transition management, organizational and operational processes and program implementation procedures regarding the departure of the Executive Director of the Housing Authority of Travis County (HATC) and Executive Secretary of Strategic Housing Finance Corporation (SHFC). The discussion will cover impact on daily operations, budget, finance and progress reporting during the interim phase while both HATC and SHFC are seeking personnel replacements.

Chairman Melvin G. Wrenn said that the SEMAP score was a 100%, and the REAC inspection was an 87%. The Housing Authority is a High Performing agency.

Mr. Moya said he liked the suggestion that Mr. Wrenn made about giving the Section 8 budget to the Section 8 Manager, and the Public Housing manager would have their budget.

Mr. Moya asked the amount of money that Strategic Housing Finance Corporation has donated to the Housing Authority. Mr. Wrenn said he is working on getting that together for a future Board meeting.

ADJOURN

Mr. Moya made a **motion** to adjourn the Board meeting. Ms. Willie Anderson seconded the motion, which **passed** unanimously. The Board meeting was adjourned at 1:28 p.m.

Respectfully submitted,

Melvin G. Wrenn, Interim Executive Director/Interim Secretary
Housing Authority Board Chairman

- A copy of these Minutes can be found on the web site (www.hatctx.com)
- An audio recording is available upon request. 512-480-8245.