

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
SPECIAL MEETING
502 E. Highland Mall Blvd., Suite 106-B
Austin, Texas 78752
February 17, 2023
10:30 a.m.**

MINUTES

The Housing Authority of Travis County of Travis County, Texas, held a Board Retreat at 710 W Cesar Chavez Street, Austin, Texas 78701.

I. CALL TO ORDER / ROLL CALL / CONFIRMATION OF QUORUM

A quorum was established, and Chair Sharal Brown called the meeting to order at 10:30 a.m.

Roll Call of Directors: Chair Sharal Brown; Vice-Chair Jimmy Paver; Commissioner Wilmer Roberts and Commissioner Jan Wenig. Guest: Cliff Blount and Chris Sayers with Naman, Howell, Smith & Lee, PLLC. Staff in Attendance: CEO/Executive Director Patrick Howard; Administrative Specialist Alecia Campbell; Director of Voucher Programs and Homeless Initiatives Christina Montes; Director of Finance Subra Narayanaier; Director of Affordable Housing Programs Carlos Guzman; Deputy Executive Director Steve Peglar.

CEO/Executive Director Patrick Howard certified the quorum.

II. PUBLIC FORUM/CITIZEN COMMUNICATION

No members of the public were present to speak.

III. INTRODUCTIONS

Chair Sharal Brown greeted all attendees. Deputy Executive Director Steve Peglar would facilitate the retreat. Chair Sharal Brown requested all meeting attendees introduce themselves, along with their expectations for the day.

Director Jan Wenig's interest in being on the Board was her concern that the Board was not focusing enough on deeply affordable housing. Executive Director Patrick Howard made the point that the majority of households served are deeply affordable housing, and a very significant number of all households served had female heads of households. Staff offered to put together a report to confirm the previous statement.

IV. ICE BREAKER EXERCISE

Deputy Executive Director Steve Peglar led the group in ice breaker exercises to help the Board members get familiar with staff and vice versa.

V. HATC STRATEGY/TACTICS

Deputy Executive Director Steve Peglar outlined the expectations, takeaways, and action items of the day. The focus of the day would be the first two Focus Areas of the Strategic Plan and an overview of the Open Meetings Act.

Chair Sharal Brown stated that discussion would be incorporated into ‘Summary of Accomplishments’ and ‘Review’.

A. Affordable Housing

Chair Sharal Brown requested a summary of accomplishments for Focus Area #1 from the Executive Director. Subsequent the summary, Deputy Executive Director Steve Peglar presented on the following goals related to Focus Area 1 contained within the Strategic Plan.

- Increase landlord recruitment by 10% each year
- Goal to increase high efficiency/effectiveness when moving through the voucher waitlist, as well as utilizing unallocated money per HUD approval
- Create robust family self-sufficiency efforts
- Using set aside money to create move deeply affordable housing
- Analyze rent levels and recommend appropriate adjustments
- Examine ways to measure the Move to Work program’s success
- Determine mechanism to better assess property condition

There was a significant amount of discussion regarding the voucher program incentives for landlords, and the like.

B. Resident Experience

Per request, Executive Director also summarized the accomplishments pertaining to ‘Resident Experience.’ This Focus Area centered around the HATC Foundation. Staff stated many of the Foundation’s programs and partnerships are in the very formative stages, and an emphasis was placed on room for improvement. Deputy Executive Director Steve Peglar highlighted several of the critical focus areas contained with the Strategic Plan:

- Define what and with whom our partnerships with external service providers are, including reasons for partnerships, expected outcomes, and other tracking devices
- Secure qualified personnel to engage directly with both residents and voucher holders
- Establish proper tools and track necessary metrics to measure partnership performance and gauge resident experience

VI. BREAK

N/A

VII. OVERVIEW OF LEGAL RESPONSIBILITIES

Attorney Cliff Blount briefly presented on the Open Meetings Act and had a fruitful discussion regarding such. Board members asked questions regarding applicability and implementation. After a period, Vice-Chair Jimmy Paver and Director Jan Wenig departed. The meeting was concluded with the understanding that additional items related to the Strategic Plan would be discussed at a later date.

VIII. WRAP UP

N/A

IX. SOCIAL TIME

N/A

X. ADJOURNMENT

The meeting ended at 2:30 p.m. due to a lack of quorum.

Respectfully submitted,

A handwritten signature in blue ink that reads "Patrick B. Howard". The signature is written in a cursive, flowing style.

Patrick Howard, CEO/Executive Director

MISSION STATEMENT

*Preserving and developing affordable housing and vibrant communities
to enhance the quality of life for all.*

- A copy of these minutes can be found on the web site (www.hatctx.com)