

**MINUTES OF THE REGULAR MEETING AND PUBLIC HEARING OF
THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF EAST BATON ROUGE PARISH
AT 4731 NORTH BOULEVARD
AUGUST 14, 2025 AT 12:00 PM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Regular Session on Thursday, August 14, 2025 at 12:00 pm at the main office 4731 North Boulevard, Baton Rouge, LA 70806. The meeting was called to order by Commissioner Payton at 12:01 pm.

Meeting Called to Order **Commissioner Dianna Payton, Chair**

Invocation **Commissioner Chris Brown**

Roll Call:

Members Present **Commissioner Dianna Payton, Chair**
 Commissioner Al Barron, Vice Chair
 Commissioner Chris Brown
 Commissioner Lynn Farris
 Commissioner Justin Gaudet
 Commissioner Brandon Kelly
 Commissioner Raushanah Hunter

Members Absent **None**

QUORUM PRESENT

Public Comments

The floor was opened for public comments. Hearing none, the Board proceeded to the agenda items.

**AGENDA ITEM NUMBER 1:
MINUTES – AUGUST 14, 2025 REGULAR BOARD MEETING**

On a motion made by Commissioner Barron, and seconded by Commissioner Kelly, the minutes of the August 14, 2025 Board of Commissioners Meeting were unanimously approved, as distributed.

Mission Statement
To provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization

**AGENDA ITEM NUMBER 2:
BOARD OF COMMISSIONERS OATH OF OFFICE: MS. RAUSHANAH HUNTER**

Ms. Raushana Hunter took the Oath of Office, administered by Mr. Brandon DeCuir.

**AGENDA ITEM NUMBER 3:
PARTNERS SOUTHEAST BOARD APPOINTMENT: BRANDON KELLY
RESOLUTION 2025-13**

On a motion made by Commissioner Gaudet and seconded by Commissioner Barron, the appointment of Commissioner Brandon Kelly to the Partner Southeast Board was approved. The motion carried unanimously.

**AGENDA ITEM NUMBER 4:
FY 2026 HOUSING CHOICE VOUCHER (HCV)/PROJECT-BASED VOUCHERS (PBV)
UTILITY ALLOWANCE
RESOLUTION 2024-14**

Ms. Mejia presented the proposed FY 2026 Utility Allowance schedule for the Housing Choice Voucher and Project-Based Voucher Programs. The programs requires a full survey where changes are approximately 10% of current allowances. The new schedule reflects average increases of approximately \$5–\$10 per bedroom size and will be effective October 2025. She explained tenant rent calculations/contribution remains income-based; rent/utility portions shift with the allowance.

On a motion made by Commissioner Barron and seconded by Commissioner Brown, the FY 2026 Utility Allowance was approved. The motion carried unanimously.

**AGENDA ITEM NUMBER 5:
EBRPHA “RIGHTSIZING STRATEGY” – FOR DISCUSSION PURPOSES ONLY**

Mr. Daniels highlighted organizational, infrastructure investments since 2018 which included: contracting third-party IT services, Paylocity, DocuSign, VOIP phones, and Yardi enterprise software phased launch beginning in August 2024. He briefed the Board on the anticipated federal budget dynamics under House Transportation, Housing and Urban Development (THUD) Committee deliberations, noting potential reductions to Housing Choice program administrative fees up to 30% with HAP levels expected to remain flat. To align operations, staff outlined a preliminary right-sizing range of 10–20% (approximately seven to fourteen positions of the current seventy-member team over the next 30–90 days, driven by efficiency gains and potential funding reductions. Discussion

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emphasized maintaining service quality, redeployment into open roles, and avoiding premature reductions before budget clarity. Discussion only; no action taken.

**AGENDA ITEM NUMBER 6:
PRESENTATION OF FY2023 INDEPENDENT AUDIT
RESOLUTION 2025-15**

The Audit Report was deferred to allow additional time for Board review.

**AGENDA ITEM NUMBER 7:
CHIEF EXECUTIVE OFFICER REPORT
a. EXECUTIVE UPDATE**

Mr. Daniels reported on Yardi implementation, CFO recruitment, Act 348 impacts to Payment in Lieu of Taxes (PILOT) approvals, NAHRO 2025 Awards of Merit and Excellence, Louisiana Clean Energy Fund program cancellation, RAD CHAP approval for Duane Street, and community engagement initiatives. Board discussion included CFO hiring challenges and potential solutions for the Cypress at Ardendale funding gap.

**AGENDA ITEM NUMBER 8:
DEPARTMENTAL REPORTS
a. DRAFT FINANCIAL STATEMENTS & REPORTS**

Mr. Daniels presented the draft financials to be finalized after the completion of the Yardi integration. Operating receipts were approximately \$1.4M against expenses of \$1.5M, resulting in a small deficit. Insurance costs remain a major challenge with approximately \$1.6M most recent annual bill. HUD provided an additional \$1.5M in June for Housing Choice Vouchers, though a stop-leasing directive remains in effect. AMPs are performing in the black. Partner Southeast anticipates approximately \$200,000 in developer fee revenue for the Ardendale Phase II closing, ensuring a year-end positive position.

**b. CHIEF HOUSING OFFICER REPORT
i. HOUSING CHOICE VOUCHER PROGRAM
ii. AFFORDABLE HOUSING
c. CAPITAL FUND PROGRAM
d. HUMAN RESOURCES**

Departmental reports were included in the board packets distributed prior to the meeting. There were no questions or comments.

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**AGENDA ITEM NUMBER 9:
BR CHOICE NEIGHBORHOOD REPORT**

Phase I is complete and pre-leasing is underway. Phase II is expected to close by the end of the month. Staff confirmed CNI funds must be expended by September 2026. Board members discussed showcasing the development to stakeholders and pursuing a 2026 planning grant for Kelly Terrace.

**AGENDA ITEM NUMBER 10:
PARTNERS SOUTHEAST COO REPORT**

Departmental reports were included in the board packets distributed prior to the meeting. There were no questions or comments.

**AGENDA ITEM NUMBER 11:
NEW BUSINESS**

There was no new business.

**AGENDA ITEM NUMBER 12:
ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:07 p.m.

MEETING ADJOURNED

APPROVED:

Dianna Payton
Chair
East Baton Rouge Parish Housing Authority

J. Wesley Daniels, Jr.
Secretary/Chief Executive Officer
East Baton Rouge Parish Housing Authority