

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SHREVEPORT, LOUISIANA,
HELD ON Tuesday, October 17, 2017.**

The Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Shreveport (HACS) was held on Tuesday, October 17, 2017, in the Office of the HACS located at 2500 Line Avenue, Shreveport, Louisiana. 12:00 p.m. Those present and absent were as follows:

COMMISSIONER(S) PRESENT: Judy Madison, Shirley Pierson, and John T. Hubbard

ABSENT: Donna S. Samuels

ALSO PRESENT: Bobby R. Collins and Kia Fields

There being a quorum present, due Notice had been published, the Meeting duly convened, and business was conducted as follows:

Bobby R. Collins, Secretary, opened the Meeting with a word of prayer. After the prayer, Chairperson Judy A. Madison proceeded with the Meeting.

At this time, Bobby R. Collins, Secretary, performed the Roll Call.

Public Comments: No Public Comments

Old Business:

Motion to Approve the Minutes of the Regular Board of Commissioners' Meeting of September 29, 2017.

Commissioner John T. Hubbard motioned to approve the Minutes of the Regular Board of Commissioners' Meeting of September 29, 2017, which was duly seconded by Commissioner Shirley Pierson and carried by unanimous vote.

New Business

Resolution to Approve \$8,055.13 for Public Housing and PMI Write-Offs for August 2017.

Commissioner John T. Hubbard motioned to approve this Resolution, which was duly seconded by Commissioner Shirley Pierson and carried by unanimous vote.

Commissioner Shirley Pierson inquired about the dwelling rent charge on the write off summary. Mr. Collins explained the dwelling rent charge is a carryover from the previous month depending on when in the month the eviction was granted.

Resolution to Approve the submission of a Section 18 Inventory Removal Application for the Wilkinson Terrace Apartments public housing site.

Commissioner Shirley Pierson motioned to approve this Resolution, which was duly seconded by Commissioner John T. Hubbard and carried by unanimous vote.

Resolution to Approve the Housing Authority of the City of Shreveport's Rewards and Recognition Policy.

Commissioner Shirley Pierson motioned to approve this Resolution, which was duly seconded by Commissioner John T. Hubbard and carried by unanimous vote.

Mr. Collins explained this policy affords the agency an opportunity to give the employees a bonus when the agency receives a high performer rating from HUD.

Review of HACS's Financials, as of August 31, 2017

Commissioner John T. Hubbard motioned to approve the financials, which was duly seconded by Commissioner Shirley Pierson and carried by unanimous vote.

Commissioner Hubbard questioned the increase in background check line item. Mr. Collins explained this line item is over budget due to the increase in pre eligibility briefings.

Commissioner Hubbard also questioned the drug screen line item. Mr. Collins explained the increase is due to the random drug screens for employees and new hire drug screens.

Commissioner Hubbard inquired about the temp labor line item in relation to the budget. Mr. Collins explained the new 2018 budget will better address the temp labor.

Chairperson Judy Madison asked inquired about the Port Fees on the financials. Mr. Collins explained when a HCV participant moves from HACS HCV program to a different agency we must send a percentage of the admin fees.

Commissioner Hubbard questioned why the tenant bad debt line item for Greenwood Terrace has a zero budget. Mr. Collins explained the rent was separated from the tenant other charges and there was no budget for the line item in the 2017 budget. The new 2018 budget will reflect the dollar amount in the budget.

Commissioners Expressions and Gratuity

Mr. Collins expressed his appreciation for the Board's concerns and questions for the agency.

Chairperson Judy Madison inquired about the contract work for the development activities and the procurement process for the selection of the contractors. Mr. Collins explained the Barton and Briarwood development contract will be selected through our development partner as well as the Millennium Project. He stated the project for Wilkinson Terrace and the Cedar Creek project will be procured by the agency through HACS procurement process. All public works projects will be advertised in the newspaper.

Commissioner Shirley Pierson inquired about the partnership with the YWCA. Mr. Collins explained the participation from the residents was not as expected but HACS is committed to reengaging and working three to four times harder to incentivize the residents.

There being no further business to come before the Board of Commissioners, Chairperson Judy A. Madison asked for a motion to adjourn the Meeting. Commissioner Shirley Pierson motioned to adjourn the Meeting, which was seconded by Commissioner John T. Hubbard, and carried by unanimous vote.

The Board of Commissioners Regular Business Meeting adjourned at 12:30 p.m.

ATTEST:



Secretary

12/21/17

Date



Chairperson

12/21/17

Date