

**Minutes of the Meeting  
Of the Fresno Housing Authority**

**EXECUTIVE COMMITTEE**

**Wednesday, February 22, 2017**

**12:00p.m.**

There was a duly noticed meeting of the Executive Committee of the Boards of Commissioners on February 22, 2017, at the offices of HACCF, located at 1331 Fulton Mall, Fresno, California.

1. The meeting was called to order by Commissioner Jones at 12:10 p.m., and members present and absent were as follows:

PRESENT:     Adrian Jones  
                  Rueben Scott  
                  Reneeta Anthony  
                  Jim Petty  
                  Steven Bedrosian  
                  Stacy Sablan

ABSENT:       None

Also in attendance: Angie Nguyen, Chief of Staff; Michael Duarte, Director of Planning & Community Development; Scott Fetterhoff, Director of Human Resources and Organizational Development.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

There was no public comment.

*Commissioner Sablan motioned for the City Board's approval of the agenda as posted. This action was seconded by Commissioner Jones and by unanimous vote of the Executive Committee, the agenda was approved.*

3. PUBLIC COMMENT

There was no public comment.

4. POTENTIAL CONFLICTS OF INTEREST

*Any Commissioner who has a potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter. (Gov't Code Section 87105)*

There were no conflicts of interest disclosed.

5. AGENDA ITEMS

- a. Review of the Proposed Board Meeting Agenda
- b. Development Update and Review
- c. Administrative Matters

d. Board Retreat 2017

a. Review of the Proposed Board Meeting Agenda

Mr. Scott Fetterhoff, Director of Human Resources and Organizational Development, proposed the Salary Schedule in consent Item 5A will be removed from Action. Ms. Angie Nguyen, Chief of Staff, stated this is a consolidated version of the salary schedule. The salary schedule does not have a particular order of classification. The draft salary schedule needs the Board's approval for current available positions and future positions projected. After approval from the Boards, these items will be forwarded to CalPERS. The following two items are on the consent agenda: Recruitment and Selection Policy and the Salary Schedule.

Ms. Nguyen indicated the intent of the agenda was to concentrate on the Play and Learn program with Fresno Unified School District, Home. However, there is a change to the item presented since HUD recently approved the merging of the Family Unification Program and the Family Self-Sufficiency Program (FSS), demonstration program. Ms. Nguyen explained the demonstration program will allow FUP participants to be served for 3 years. Close to the end of the three-year term, participants are eligible to enroll for 5 years under the FSS program. The FHA coordinator will follow up with participants to stayed on top of their individual plan and make referrals if needed. The individual service plan (ISP) is the driver for resident commitment and success.

Commissioners addressed the importance of focusing on our desired outcome and creating our own data to refer back to.

Ms. Nguyen stated the FUP plan is to layer what has been developed on top of the FSS program and continue to developing programs that will increase level of services. Under HUD rules, once a participant becomes a section 8 participant they don't need to give up their voucher. Ms. Nguyen informed the commissioners that Ms. Sabrina Kelley will be presenting the topic at the next Board meeting scheduled for March 21, 2017.

Ms. Nguyen updated the waiting list for the Housing Choice Voucher (HCV) known as section 8. The waiting list closed as of July 25, 2016. On December 2017 the last draw of 500 names conducted from the previous waiting list. Commissioners expressed interest in the steps following the opening of the waiting list. Ms. Angie Nguyen stated the waiting list will reopen sometime in April 2016. Ms. Nguyen stated the Section 8 waiting list will remain open for 10 days only and then it will close. In the past it was known that the Section 8 waiting list remained open. According to HUD, the waiting list needs to be manageable; leaving the waiting list open is not manageable. Closing the waiting list after being open for 10 days will allow HCV staff to efficiently manage the waiting list. HCV managers are working closely with the Communications Department to ensure the correct information is communicated to the public. Commissioner Jones suggested the Digi-Bus be used as part of the outreach. Digi-Bus will assist clients that do not have internet access. Ms. Nguyen stated the outreach partners will be contacted to relay the information and for them to assist clients with the application if needed. Despite of the challenges with the application process, the notice will be public.

b. Development Update & Review

Michael Duarte, Director of Planning and Community Development, confirmed this month we are closing 3 Projects: Renaissance at Parc Grove, Memorial Village in Sanger, and the second

phase of Legacy Commons, formally known as Edison. The applications are due March 1, 2017 which allows third party auditors an opportunity to review.

c. Administrative Matters

Boards discussed tentative date of May 25, 2017 and May 26, 2017 for the Retreat at Wonder Valley. New Board Members will benefit from the retreat. Unfortunately, the following board members are not available: Caine Christensen, Stacy Vaillancourt and Reverend Scott. Other dates were suggested, unfortunately, not everyone is able to attend the suggested dates. CEO Preston Prince has suggested an Annual Retreat. This will allow advance notification of the date of the retreat. Therefore, board members will have a year in advance to plan and coordinate their agenda. Ms. Tiffany Mangum stated the controller of Wonder Valley is needing a confirmation.

6. ADJOURNMENT

There being no further business to be considered by the Executive Committee, the meeting was adjourned at approximately 1:26 p.m.



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Preston Prince, Secretary