

MINUTES OF A REGULAR MEETING
- ANNUAL/OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON SEPTEMBER 20TH, 2022

The members of the Springfield Housing Authority met in Open Session at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts and with Zoom video conference option for public access at 4:00 PM on September 20th, 2022.

A copy of the Notice of Meeting, pursuant to Section 23B of Chapter 39 of the Massachusetts General Laws, as amended, with the Certificate as to Service of the Notice, was ordered spread upon the minutes of the meeting and filed for records.

NOTICE OF MEETING

Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a Annual Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 4:00 PM on Tuesday, September 20th, 2022 via Zoom video conference call for public access and at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts.

SPRINGFIELD HOUSING AUTHORITY
/s/Denise R. Jordan, Executive Director
September 16th, 2022

CERTIFICATE AS TO SERVICE OF THE NOTICE OF MEETING

I, Denise R. Jordan, the duly appointed and qualified Secretary of the Springfield Housing Authority, do hereby certify that on September 20th, 2022 I filed in the manner provided by Section 23B, Chapter 39 of the Massachusetts General Laws, as amended, with the Clerk of the City of Springfield, Massachusetts, a Notice of Meeting of which the foregoing is a true and correct copy.

Attest:


Denise R. Jordan / Executive Director/Secretary to the Board

Chairman Labonte called the meeting to order at 4:00PM, and those present upon roll call were as follows:

PRESENT

Thomas Labonte
Willie Thomas
Angela Robles
Raymond Warren
Jessica Quinones

ABSENT

ALSO PRESENT

Nicole Kane
Denise Jordan
John Healy
Fidan Gousseynoff

The Board reviewed and voted on the Minutes of June 28th, 2022. With no questions or comments and upon a motion made by Commissioner Thomas, seconded by Commissioner Quinonez, following a board roll call, it was by an unanimously

VOTED: to approve the Minutes of June 28th,2022.

The Board reviewed and voted on the Minutes of August 26th, 2022. With no questions or comments and upon a motion made by Commissioner Quinonez, seconded by Commissioner Thomas, following a board roll call, it was by an unanimously

VOTED: to approve the Minutes of August 26th,2022.

Chairman Labonte commenced the Board Meeting with Agenda Item E.1. to vote to approve the annual election of officers. Commissioner Warren recommended and nominated Chairman Labonte for another term along with the current elected officers in place.

There were no questions/information presented on this agenda item.

Upon a motion made by Commissioner Warren and seconded by Commissioner Quinonez and following a board roll call, it was unanimously

VOTED: to retain the current state of elected officers in the list of positions of the Board of Commissioners; Chairman-Thomas Labonte; Vice Chairman- Angela Robles; Treasurer- Raymond Warren; Assistant Secretary- Jessica Quinonez; Commissioner- Willie Thomas.

Chairman Labonte proceeded to Agenda Item E.2 Annual Report. Executive Department Manager Marieli Roman presented the annual report for information purposes. Chairman Labonte, Commissioner Thomas and Commissioner Warren commended the report presentation and the informative content provided to the board reflecting the goals, implementations and challenges throughout SHA departments. Chairman Labonte and Commissioner Warren thanked and applauded IT team for their diligence, following gratitude towards all SHA departments for their efforts towards the morale of SHA as a collective.

There was no vote on this Agenda item- information purposes only.

Chairman Labonte proceeded to Agenda Item E.3 to award contract with Hampden County Sheriff's Department to supply civil process and moving and storage services for five (5) years at the attached pricing rates; and to authorize Executive Director Denise R. Jordan, the Contracting Officer, to execute the contract. Deputy John Healy presented board agenda item and explained SHA's desire to continue relationship and move forward with a 5-year contract with the Sheriff's Department. Commissioner Warren inquired on the budget. Deputy Kane responded informing the board that the charges incurred are charged to the tenant. SHA Attorney, Priscilla Chesky, added to Deputy Kane's response and

stated the changes from the Pandemic decreased evictions but is now picking up again.

There were no additional questions/information presented on this agenda item.

Upon a motion made by Commissioner Quinonez and seconded by Commissioner Warren and following a board roll call, it was unanimously

VOTED: to award contract with Hampden County Sheriff's Department to supply civil process and moving and storage services for five (5) years at the attached pricing rates; and to authorize Executive Director Denise R. Jordan, the Contracting Officer, to execute the contract.

Chairman Labonte proceeded to Agenda Item E.4 to adopt resolution #9766 to approve the Summary Allowance for Tenant-Furnish Utilities and other services prepared by Happy Software. Deputy Kane commenced discussion for agenda item. Rental Assistance Department Manager Matthew Rogers explained Happy Software, a third-party software, utilized by SHA to calculate utilities during Section 8 Participant certifications. Commissioner Thomas asked Mr. Rogers if there has been a substantial increase in utility costs; Mr. Rogers replied there has been an increase, however, not substantial.

There were no additional questions/information presented on this agenda item.

Upon a motion made by Commissioner Quinonez and seconded by Commissioner Warren and following a board roll call, it was unanimously

VOTED: to adopt Resolution #9766 to approve the Summary Allowance for Tenant-Furnish Utilities and other Services prepared by Happy Software.

Chairman Labonte proceeded to Agenda Item E.5 to adopt Resolution 9767 the New Fair Market Rents and Payment Standards effective October 1st, 2022 through September 30th, 2023, which published in the Federal Register on September 8, 2022. Matthew Rogers, SHA Rental Assistance Department Manager, requested board approval to adopt the new fair market rents and payment standards, explaining the continual challenges the Rental Assistance department faces with the higher competitive rates from our neighboring HUD funded organizations. Commissioner Thomas, Commissioner Warren and Mr. Rogers discussed the challenges of housing Section 8 rental assistance program participants in Springfield.

Chairman Labonte proceeded to the Executive Director's report. Executive Director, Denise R. Jordan, discussed the numerous changes within the housing authority to include the retirements of: Rosa Leo- Warehouse; George Williamson- District A; and Naomi DeChristopher- Capital Improvement; Executive Department Administrative Assistant, Santina Chuisano is transitioning to Capital /Procurement Department; and the reconstruction of the districts/district managers. Ms. Jordan also informed the board on the continuous relationship(s) and meetings with

outside organization to include but not limited to: Western Mass Task Force for Housing First; Continuum of Care Coalition for the Homeless; Partnering of City of Springfield; Friends of Homeless; and Comcast. In addition, Ms. Jordan met with Sheriff Cocchi and his team to discuss the current eviction service provided by his staff. Ms. Jordan also held a luncheon for SHA Staff at the Riverview development in appreciation of the hard work and diligence resulting in a successful REAC.

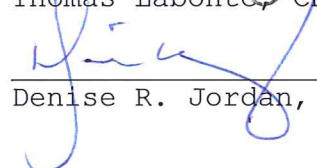
Chairman Labonte proceeded to Agenda Items H.1-4 to include the AP Reports for July & August 2022; Public Safety Report; and Siemens Report Year 1 & Year 2. These Agenda items are for information purposes. Public Safety Department Manager, Michelle Ricker, requested to approach the Board and provided a summary of the Public Safety Department report. Commissioner Warren, Chairman Labonte, Executive Director Jordan, and Ms. Ricker discussed a few challenges the Housing Authority faces to include but not limited to, illegal dumping, boarders, and parking stickers.

There being no further business to come before the members of the Springfield Housing Authority Board, upon a motion made by Commissioner Warren, seconded by Commissioner Quinonez and following a board roll call, it was unanimously

VOTED: to adjourn the Open Session of a Annual Meeting of the Springfield Housing Authority at 4:58 PM.

ATTEST:


Thomas Labonte, Chairman


Denise R. Jordan, Executive Director