

**MINUTES OF THE SPECIAL MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA**

**[Most meetings are recorded.
A copy of the recorded meetings can be made available
by contacting the Executive Office at 510-874-1517]**

**Monday, February 22, 2021
Regular Meeting**

NOTE: In accordance with Governor Newsom's issued Executive Order N-29-20, dated March 17, 2020, Suspending Brown Act Requirements for public meetings due to Coronavirus (COVID-19), a local legislative body is authorized to hold public meetings via teleconferencing and make public meetings accessible "telephonically or electronically" to all members of the public seeking to observe and to address the legislative body.

The Oakland Housing Authority Board of Commissioners convened a Special Meeting at 1619 Harrison Street, Oakland, California in accordance with the March 17, 2020 Alameda County Shelter in Place Order which limited public gatherings and required social distancing. Attendees in the meeting room were limited to seven (7) persons. The meeting was held through the Zoom software platform online and via teleconference, providing access to the public and enabling submission of public comment by phone and/or by email.

Chair Gregory Hartwig presided and called the meeting to order at 6:00 p.m.

I. Pledge of Allegiance

II. Roll Call

Present 7 – Gregory Hartwig, Anne Griffith, Janny Castillo, Mark Tortorich, Bettye Lou Wright, Barbara Montgomery, Lynette Jung Lee

III. Approval of Minutes

Approval of Minutes of the Special Meeting of December 07, 2020
Approval of Minutes of the Regular Meeting of January 25, 2021

A motion was made by Anne Griffith, seconded by Lynette Jung-Lee for the approval of the December 07, 2020 Special Meeting. The motion carried by a unanimous vote.

A motion was made by Anne Griffith, seconded by Barbara Montgomery for the approval of the January 25, 2021 Regular Meeting. The motion carried by a unanimous vote.

IV. Recognition of people wishing to address the Commission

There were no persons wishing to address the Board of Commission.

V. Old or Unfinished Business

None

VI. Modifications to the Agenda

(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists or a need arose after agenda posting.)

None

VII. New Business

A. Public Hearing for the FY 2022 Making Transitions Work Annual Plan.

Secretary Wells introduced the item and Director of Planning Implementation and Compliance, Dominica Henderson provided a detailed report on the FY2022 strategies for the Making Transitions Work Annual Plan. The presentation reviewed the high-level concepts described in the FY 2022 MTW Annual Plan and discussed that the public comment period for the draft Plan began on February 8, 2021 and remained open until March 10, 2021 to comply with the 30-day comment period requirement. Ms. Henderson explained that the MTW Plan describes how the Authority will use the flexibilities allowed under the MTW Agreement for the upcoming fiscal year; flexibilities that include the ability for the Authority to waive federal regulations and create local housing policies and innovations that are tailored to Oakland as well as fungibility or the ability for OHA to use funds that usually come with restricted uses interchangeably for typically un-allowed costs.

Ms. Henderson continued by identifying how various MTW activities align with the FY strategic priorities of 1) preservation and development, 2) investment in the Authority's staff, 3) impactful resident services and programs, 4) fiscal oversight and financial excellence, and 5) sound public health and safety standards.

After completion of the presentation, Chair Hartwig opened and closed the public hearing. No public comments were received during the hearing.

B. Authorization for the Executive Director to purchase commercial automobile liability insurance from the HAI Group (Housing Authority Insurance Group underwritten by Travelers Insurance), and to make payment of the annual premium in the amount of \$365,425.

Secretary Wells introduced the item, and Risk Manager, Artesia Dupree

provided further details stating that this item is a standard request for auto insurance to ensure that all incidents are covered for the Agency.

A motion was made by Bettye Lou Wright, seconded by Lynette Jung-Lee, to approve the annual automobile liability insurance. The item passed unanimously.

- C. Authorization to execute a two-year contract with three one-year option terms with West Coast Arborists, Inc. (WCA) for tree trimming services at Authority owned and managed properties, in an amount not to exceed \$196,000 for the initial term and \$28,000 for each option term.

Director of Property Management, Mark Schiferl, provided an overview of the item noting that the tree-trimming services is requested for the upcoming camera safety installation project at Peralta Village and Lockwood Gardens properties.

A motion was made by Anne Griffith, seconded by Bettye Lou Wright to approve the contract with WCA. The motion was passed unanimously.

- D. Authorization for RAMP Housing, Inc. to make technical amendments to its Articles of Incorporation to confirm that RAMP Housing, Inc. is a supporting organization of the Oakland Housing Authority.

Interim Director of Real Estate Development, Bridget Galka outlined that after reviewing with legal counsel, the RAMP articles of incorporation should show a clearer tie to the Oakland Housing Authority to be consistent with its tax exemption. A request for a technical amendment to the Articles of Incorporation was previously approved at the RAMP board meeting held on February 9, 2021. Authorization is requested for the board to adopt the amended RAMP Articles of Incorporation to confirm RAMP as a supporting organization of the Oakland Housing Authority.

A motion was made by Lynette Jung-Lee, seconded by Mark Tortorich to approve the amended RAMP Articles of Incorporation. The motion was passed unanimously.

VIII. Written Communications.

Executive Director Wells provided a brief summary on of the Departmental Monthly Report for the month of January 2021.

IX. Executive Director's report regarding matters of special interest to the Commission occurring since the last meeting of the Commission

Executive Director noted the following:

- CLPHA, PHADA, NAHRO Letter regarding emergency voucher funding for COVID-19 relief.

- PHA Industry Letter for Emergency COVID-19 relief funding
- Testimony of the Honorable Marcia L. Fudge who is now the Secretary of HUD.
- Alameda County Chiefs of Police and Sheriff's Association (ACCOPSA), which OHA signed on to acknowledging the importance of law enforcement to be eligible to the vaccine.
- A letter from Chief, Carel Duplessis in response to the ACCOPSA letter, which will support the OHAPD staff.
- Brooklyn Basin tour picture where the OHA students worked with Civic Design Studios on artwork for the building.
- Commissioner updated calendar.
- Summary of a goal for this year regarding an investment in staff who have dedicate their services throughout the year of COVID-19. The HR department dedicated to provide a series of support sessions through zoom including, mental health, stress reduction, and a fitness club, which averages 15 – 30 employee's at each session.

X. Reports of Commission Committees

Commissioner Hartwig stated that the Transition Committee met; however, there was not a clear deliverable output. The first round of questionnaire to complete the Executive Director evaluation will be completed soon.

XI. Announcements by Commissioners

There were no announcements by Commissioners.

XII. Adjournment to Closed Session

A motion to adjourn was moved by Mark Tortorich, seconded by Barbara Montgomery. The meeting adjourned at 7:07 pm.

**THE HOUSING AUTHORITY OF THE CITY OF
OAKLAND, CALIFORNIA**



Gregory D. Hartwig, Chair of the Commission



Patricia Wells, Secretary/Executive Director