

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
502 East Highland Mall Blvd., Suite 106-B
Austin, Texas 78752
February 6, 2023
9:30 a.m.**

MINUTES

The Housing Authority of Travis County, Texas, held a Regular Board of Commissioners meeting at 502 East Highland Mall Blvd., 106-B Austin, Texas 78752 and via Boardable. Join the Meeting by using the Link provided below.

<https://us02web.zoom.us/j/88464719746?pwd=U2QzbS8yd1EvQm5aUDF6djgwcXI1Zz09>

I. CALL TO ORDER / ROLL CALL / CONFIRMATION OF QUORUM

A quorum was established, and Vice Chair Sharal Brown called the meeting to order at 10:45 a.m.

Roll Call of Commissioners: Chair Sharal Brown; Vice Chair Jimmy Paver; Commissioner Wilmer Roberts; and Commissioner Janet Wenig. Staff in Attendance: CEO/Executive Director Patrick Howard; Executive Assistant Madeleine Hoffman; Sr. Administrative Assistant Debbie Honeycutt; Director of Voucher Programs and Homeless Initiatives Christina Montes; Director of Finance Subra Narayanaier; Director of Affordable Housing Programs Carlos Guzman; Deputy Executive Director Steve Peglar.

CEO/Executive Director Patrick Howard certified the quorum.

II. PUBLIC FORUM / CITIZEN COMMUNICATION

- *Anyone desiring to discuss or comment on items directly related to the HATC is always welcome.*
- *If the item is deemed related to an Agenda item at the current meeting, the presiding officer will inform the citizen that pending action(s) remain.*
- *Speakers must sign-in prior to the start of the Board Meeting by emailing Madeleine Hoffman at Madeleine.Hoffman@traviscountytexas.gov*
- *Maximum three-minute limit per speaker*

There was no Citizen Communication

III. CONSENT AGENDA

- A. Approval of the Minutes from the December 1, 2022 Regular Meeting
- B. Approval of the Minutes from the January 5, 2023 Annual Meeting

The Minutes were not presented.

IV. CEO / EXECUTIVE DIRECTOR'S REPORT

- A. Voucher Programs/ Homeless Initiatives – *Christina Montes*
 1. *HCV Program (Conventional)*
 2. *Homeless Initiatives*
 3. *Special Purpose Vouchers*

Director of Voucher Programs and Homeless Initiatives Christina Montes presented Item V.A.

- Will be conducting interviews for the social worker position.

B. Affordable Housing Programs – *Carlos Guzman*

Director of Affordable Housing Programs Carlos Guzman presented Item V.B.

C. Real Estate Development – *Patrick Howard*

1. *Manor Town Phase II*

Executive Director Patrick Howard presented Item V.C.

D. Finance – *Subra Narayanaier*

Director of Finance Subra Narayanaier presented Item V.D.

E. Human Resources/Organizational Development/HATC Foundation – *Steve Peglar*

Deputy Executive Director Steve Peglar presented Item V.E.

- Finalizing the Personnel Policy Manual and will be presented at the next scheduled board meeting.

V. BOARD COMMITTEE REPORTS

- A. Real Estate Development Committee – Did not meet
- B. Governance Committee – Did not meet
- C. HR Committee – Did not meet
- D. Quality of Life Committee – Did not meet

VI. DISCUSSION ITEM

- A. Updates on SEA RAD
- B. Discussion of Organizational Structure
- C. Discussion of Proposed Board Retreat

Carlos Guzman presented Items VI.A.

- Chair Sharal Brown would like monthly reports from the property management company for Alexander Oaks, Summit Oaks, and Eastern Oaks.

Patrick Howard presented Item VI.B. and VI.C

- Schedule a Board Retreat for February 17, 2023.

VII. NEW / UNFINISHED BUSINESS

- A. Discussion and consideration regarding Board of Commissioners issues and concerns.
 - Mr. Roberts asked for information on upcoming Conferences and trainings.

VIII. EXECUTIVE SESSION

- *The Board of Commissioners may consider any item posted on the Agenda in Executive Session if there are issues that require consideration, and the Board of Commissioners announce that the item will be considered during such time in accordance with one or more of the following:*
 - *Texas Government Code Annotated 551.071, Consulting with Attorney*
 - *Texas Government Code Annotated 551.072, Real Property*
 - *Texas Government Code Annotated 551.074, Personnel Matters*
 - *Texas Government Code Annotated 551.076, Security*
 - *Texas Government Code Annotated 551.087, Economic Development Negotiations*

There was no Executive Session at that time.

IX. ADJOURNMENT

Mr. Roberts made a **motion** to adjourn the Board meeting. Mr. Paver seconded the motion, which **passed** unanimously.

The Board meeting adjourned at 11:51 a.m.

Respectfully submitted and approved,



Patrick Howard, CEO/Executive Director