

**BOARD OF COMMISSIONERS  
OF THE  
ANNISTON HOUSING AUTHORITY  
February 24, 2022**

**Members Present:** Cynthia Calix, Chairwoman  
John Wilson, Vice Chairman  
Marcus Dunn, Commissioner  
Trudy Munford, Commissioner  
Kenneth Winsley, Commissioner

**Staff Present:** Willie B. McMahand, Executive Director  
Alan Brown, Finance Director  
Shazmine Gullett, Executive Assistant  
Terri Lloyd, Planning & Development Officer  
Clarence Copeland, Resident Safety Manager  
Lisa Willingham, Senior Property Manager  
Doug Brooks, Technical Advisor  
Sharon Dunson, Resident Initiatives Coordinator

**Call to Order**

The meeting was called to order by Chairwoman Calix.

**Invocation**

Invocation was given by Doug Brooks, Technical Advisor.

**Changes to the Agenda**

There were no changes to the agenda, but the ED search will be discussed under "Other Business". Commissioner Munford requested that the report on the HCV Board Report first. After Action Items, we will do the ED Search and then HCV Report. The Action Items will be voted on by consent.

**Approval of Minutes—November 18, 2021**

After a brief review, Commissioner Munford made a motion to approve the minutes. The motion was seconded by Commissioner Winsley. All voted unanimously.

**Board Resolution AHA-22-001 Collection Loss ending October 31, 2021, AHA-22-002—Collection Loss ending September 30, 2021, Board Resolution AHA-22-003—Collection Loss ending August 31, 2021, AHA-22-004—Fixed Assets Write Offs, AHA-22-005—Sale of Stocks, AHA-22-006—HOME Application for Cooper Homes Redevelopment**

Chairwoman Calix asked the Board if anyone had any questions before all resolutions were voted on. She also asked if anyone needed to further discuss anything. There were no questions, and no requested discussion. Commissioner Dunn motioned to approve all resolutions. Vice Chairman Wilson seconded. All voted unanimously.

## **Other Business**

### **Consultant**

Chairwoman Calix asked the Board if they've all received the Consultant information, and if they had any questions. Commissioner Munford replied that she had not received the information and has not been receiving any emails. She further explained that she is getting Shazmine Gullett, Executive Assistant's emails. Chairwoman Calix concluded that from now on, she will send information to Ms. Gullett, who will then send it to Commissioner Munford and upload it to the Board Portal. Chairwoman Calix recalled that there was a previous discussion on the Consultant and confirmed that they are still interested in this particular company. Printed hard copies are also available. The board needs to be comfortable with the consultant, as they specialize in finding high level people for Housing Authorities. There will be a session where the Board will be able to speak with the company and decide if they want to sign a contract. Vice Chairman Wilson expressed the urgency in them meeting with the company. He believes in order for us to have someone in place by the time projected, we need to be on it now. Mr. McMahan agreed and reminded the board that they do not have to wait until board meetings to meet; all of this can be a separate process. Chairwoman Calix will set up a virtual meeting, hopefully next week. Vice Chairman Wilson asked for dates that Commissioners would not be available, so that they can schedule the meeting.

### **HCV Report**

Mr. McMahan reminded the Board that Stacy Parris, former HCV Coordinator, resigned and has been gone for about a month now. She got an opportunity to go to Dothan Housing Authority to be the Vice President for one of their major divisions. She has had great ambition and AHA wishes her well. We are getting ready to hire a new Coordinator; we are at the point where we can make an offer. The candidate has extensive program management, supervisory and leadership experience, but no HCV experience. Mr. McMahan added that we did not get any applications from anyone with HCV experience. The candidate has a master's degree in Public Administration, and we believe she is experienced enough to run the program. She is currently managing group homes. Commissioner Munford questioned if there were any internal applications. Mr. McMahan replied that there were not, but we did promote one of the HCV Specialists to a Lead Specialist position. Currently, Mr. McMahan is overseeing the program, but Terri Lloyd, Planning & Development Coordinator is currently the Interim HCV Coordinator and assisting in running the day to day with the staff. Mr. McMahan went through a brief slide show and explained the program's past, present and future. He spoke about various certifications that the staff has gotten, the department's

marketing strategy and SEMAP. Mr. McMahan also mentioned that we want to ask HUD if we can keep the Glen Addie vouchers and use them for the Cooper site. He recalls that when he first came to AHA, there were over 700 public housing units and only 200 participants on the voucher program. At this time, there are 362 families and once we close on Barber Terrace, it will increase by 30. If we get to use the ones for the Cooper site, that will put us at over 500 vouchers. Commissioner Dunn wants to make sure that the Glen Addie vouchers doesn't get pushed back too much.

Mr. McMahan also mentioned that our elected officials are still working to secure funds for the cleanup. If everything goes as planned, we could possibly have something coming out of the ground by the end of this year. He would like for the board to do their part in advocating for the Housing Authority to receive the funds needed to get the site taken care of.

Chairwoman Calix requested that Ms. Gullett forward the board portal password to the Commissioners.

She also asked how the laundry facility was doing, and if the air conditioner had been updated. Sharon Dunson, Resident Initiatives Coordinator replied that the a/c has not been replaced and the facility has not been bringing in the revenue we've been hoping for. Commissioner Winsley requested all employees' job descriptions.

### **Executive Director's Comments**

The next scheduled meeting that was on March 24<sup>th</sup> has been rescheduled to March 29<sup>th</sup> at 3pm. We will have another budget work session on March 17<sup>th</sup> at 11:30am.

### **Executive Session**

There was no Executive Session.

### **Adjournment**

A motion was made by Vice Chairman Wilson to adjourn the meeting. Commissioner Winsley seconded. All voted unanimously.