

**BOARD OF COMMISSIONERS
OF THE
ANNISTON HOUSING AUTHORITY
June 16, 2022**

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

Staff Present: Willie B. McMahand, Executive Director
Shazmine Gullett, Executive Assistant/P.I.O.
Alan Brown, Finance Director
Terri Lloyd, Planning & Development Officer
Antionette Tatum, HCV Coordinator
Doug Brooks, Technical Advisor
Lisa Willingham, Senior Property Manager
Pamela Young, Property Manager
Sharon Dunson, Resident Initiatives Coordinator
Clarence Copeland, Resident Safety Manager

Others Present: Boice Turner, AHA Attorney

Call to Order

The meeting was called to order by Chairwoman Calix.

Invocation

Invocation was given by Doug Brooks, Technical Advisor.

Changes to Agenda

A revised agenda has been given out. Chairwoman Calix requested an update on the Occupational Skills & Training (OST) Program.

Willie McMahand, Executive Director, introduced Sharon Dunson, Resident Initiatives Coordinator. He explained that the OST Program is a grant funded program that we started last year. Initially, we were in a partnership with the West Anniston Foundation (WAF), however, they ultimately decided to part ways with AHA, so we applied as a single entity this time. A new proposal was submitted last month. The State has asked for additional information from AHA, which we will submit next week. AHA has updated the protocol for the program, which is what Ms. Dunson will speak about.

Ms. Dunson explained that our new proposal is geared towards connecting our participants with their choice. We want to work with the participants on short skills in programs like truck driving, the CNA program, office administration and many others. AHA is focusing on case management and making sure that we “hold their hand” and make sure they succeed. We will offer things like transportation to ensure that they are able to meet their goals. We have nine participants that should complete the program by the end of this month. We are hoping to have more participants interested in carpentry this time around. Ms. Dunson also mentioned all the ways we’ve marketed the program.

Approval of Minutes—May 24, 2022

Chairwoman Calix suggested that when there is a lot of discussion, particularly with an action item, unless a Commissioner or Mr. McMahan asks for something specifically to be in the minutes, the commentary can say “after a brief discussion, the motion passed.” We will always have the recording to go back to. It was also clarified that there was nothing to “vote” on the table where the minutes state that “Commissioner Wilson voted not to partake in the Choice Neighborhood Grant this year.” A motion was then made by Commissioner Winsley to approve the minutes. The motion was seconded by Commissioner Wilson. All voted unanimously.

Board Resolutions AHA-22-017 Collection Loss Write Offs

Mr. McMahan reminded the board that additional information was sent out about Collection Loss per their request. Information included the rent moratorium sent out by HUD, information from the CDC, and reminders AHA sent to residents. Chairwoman Calix suggested that this information be put on the website in case anyone would like to reference back to the documents. The Collection Loss Report represents the total amount of losses from all Conventional Housing programs administered by AHA. The amounts to be written off by AMP for residents who vacated units between February 01, 2022, and February 28, 2022. It is now recommended that the Board of Commissioners consider and approve the write off collection losses in the amount of \$13,178.55 for Conventional Housing. A motion was made by Commissioner Dunn to approve collection loss. Commissioner Winsley seconded the motion. All voted unanimously.

Board Resolution AHA-22-018 Heflin Management Contract

Mr. McMahan recapped the letter sent to Heflin Housing Authority informing them that we would be ending our Management Contract with them in September. The letter stated that AHA had the right to end the contract with a 30-day notice. Mr. McMahan has since made contact with two housing authorities that may consider in taking over. Lineville Housing Authority has shown interest and would be willing to take it over around September. Mr. McMahan explained that this would work out, as we would like to end on a good note and close out their fiscal year at the end of September. Vice Chairman Wilson motioned to end the contract with HHA with a 30-day notice. Commissioner Winsley seconded. All voted unanimously.

Election of Officers

Attorney Turner requested nominations for Chairperson of Anniston Housing Authority. Commissioner Dunn nominated Commissioner Calix. Commissioner Wilson seconded.

Nominations for Chairperson were then closed. All voted unanimously.

Attorney Turner requested nominations for Vice Chairperson of Anniston Housing Authority. Commissioner Calix nominated John Wilson. Commissioner Winsley seconded. Nominations were then closed. All voted unanimously.

Executive Session

A motion was made by Vice Chairman Wilson to go into Executive Session to discuss someone's good name and character. Commissioner Winsley seconded. All voted unanimously.

A motion was made by Commissioner Winsley to come out of Executive Session. Vice Chairman Wilson seconded. All voted unanimously.

Executive Director's Comments

There were no comments from the Executive Director.

Adjournment

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