

**BOARD OF COMMISSIONERS  
OF THE  
ANNISTON HOUSING AUTHORITY  
September 22, 2022**

**Members Present:** John Wilson, Vice Chairman  
Marcus Dunn, Commissioner via Zoom  
Kenneth Winsley, Commissioner

**Staff Present:** Gregg Fortner, 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  
Antionette Tatum, HCV Coordinator

**Call to Order**

The meeting was called to order by Vice Chairman Wilson.

**Invocation**

Invocation was given by Clarence Copeland, Resident Safety Manager.

**Changes to the Agenda**

There were no changes to the agenda. The agenda could not be accepted by the board, due to there not being a quorum at the time.

Commissioner Williams was present via Zoom but could not hear nor respond during the meeting.

Due to not having a quorum and not being able to vote on Action Items, Collection Loss was discussed. Commissioner Wilson expressed concern about the timeline in which evictions are taking place. Management will follow up with the board with an explanation as to why a public housing resident was able to go to the HCV program while owing a balance. Management will also follow up with Jacksonville Housing Authority on a resident that moved out and left a balance. We will see if there can be some sort of collaboration to collect funds.

## **Financial Report**

Alan Brown, Finance Director, went over the financial report and explained that we have yet to draw down HUD funds because they are behind on getting the CFP approved. OST has not been reimbursed for all funds spent out. We lack \$37K.

Mr. Fortner mentioned that we will set up a workshop with the Board to cover reports, what the Board would like to see on paper and what they would like to hear. He also wants to give user friendly reports so that they are not overwhelmed with numbers. We are looking to improve our strategy with Section 8 and help the department get out of the red.

Commissioner Dunn joined the meeting at 3:23pm, giving us a quorum for action items.

## **Board Resolution AHA-22-021 Housing Choice Voucher (HCV) Program Administrative Plan**

Antionette Tatum, HCV Coordinator, explained that the Administrative Plan is the guideline for the program and because there has been a change within the policy, it has to go before the board for approval. Terri Lloyd, Planning & Development Officer, elaborated on the process of Barber Terrace having project-based vouchers and the role of AHA in the process. The reason for the amendment is because our current Admin Plan does not address a project-based move, or the waiting list. A motion was made by Commissioner Winsley to approve the resolution. Commissioner Dunn seconded. All voted unanimously.

## **Approval of Minutes June 16, 2022 & August 10, 2022**

After a brief review, Commissioner Winsley made a motion to approve the minutes. The motion was seconded by Commissioner Dunn. All voted unanimously. The minutes for September 8, 2022, could not be voted on in the absence of Commissioners Calix & Williams.

## **Board Resolutions AHA-22-019 & AHA-22-020—Collection Loss ending April & March 2022**

The Anniston Housing Authority requires that vacated tenant account balances be written off monthly for public housing residents. It is recommended that the Board of Commissioners consider and approve the write off collection losses in the amount of \$3,228.13 for Conventional Housing for the month ending April 30, 2022 and \$1,435.43 for the month ending March 31, 2022. A motion was made by Commissioner Winsley and seconded by Commissioner Dunn to approve the collection loss write off. All voted unanimously.

## **Resident Safety Report**

Clarence Copeland, Resident Safety Manager, reported no drug offenses for the month of August, however, there was a shooting in Norwood involving a resident's guest. The

resident was recommended for eviction and the incident is still under investigation from APD.

### **Planning & Development Report**

No new projects have started since the last board meeting, and we have yet to receive a response from the City on the information sent last month.

### **Housing Choice Voucher (HCV) Program Report**

Mr. Fortner explained that we have some work to do within the program. The department will go through some extensive training and strategizing to get our utilization up to where it should be and get the entire admin fee for the program and eliminate the deficit.

### **Other Business**

#### **Occupational Skills Training (OST) Program Report**

The program was designed in 2020 and we were approved in September 2021. There were 21 participants. There were 5 public housing/HCV participants received online certifications. We will prepare a document to show participants and their progress for the next meeting. It will also show the old grant requirements, what our challenges were, and our new requirements. For the new Request for Proposal, we will have a target of 20 people who will be enrolled in the certification of their choice. Ms. Dunson would like to do on the job training. Mr. Brown explained what AHA was not reimbursed for within the grant.

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

Mr. Fortner is looking forward to assisting in approving the Authority. A Board Workshop will take place so that we can design reports for the commissioners to be more user friendly and get them into a format that is understandable not only to the board, but also to the general public.

#### **Executive Session**

There was no Executive Session.

#### **Adjournment**

There was no adjournment for this meeting.