

**Ann Arbor Housing Commission
July 22, 2009
REGULAR BOARD MEETING
MINUTES**

The meeting took place in the AAHC Community Room, 727 Miller, Ann Arbor, MI 48103.
Chairperson Alan Levy convened the meeting at 6:34 pm.

ROLL CALL: Commissioners present: James Jackson, Alan Levy, Marta Manildi and Deborah Gibson and Dwayne Seals
Staff Present: Jayne Miller, Marge Novak, Kevin Centala, Nicholas Coquillard, Betsy Cornellier and Weneshia Brand
In Attendance: Joan Doughty, Bonnie Billups and Nadia Long

I. **APPROVAL OF AGENDA** - The Agenda, Commissioner *Jackson* moved and Commissioner *Gibson* supported. *Novak*: add HUD Nofa discussion to New Business; Item B. Commissioner, Staff and Guest introductions. The agenda passed 4 Ayes 0 Nays.

II. **PUBLIC COMMENTARY** - none

III. **APPROVAL OF MINUTES – June 17, 2009:** Motion by *Manildi*; second by *Gibson*. Minutes approve: 5-0

IV. **NEW BUSINESS**

A. Resolutions

FY10-01: Approve Award of Family Site Support Services Contracts. Motion by *Manildi*; seconded by *Gibson*. *Novak*: AAHC decided to revisit the agency funding for CFP to support program. Award is \$50K for CAN and \$36K for PNC as requested in proposal. *Doughty*: invites staff and commissioner to visit site for scheduled events

and welcomes questions. *Billups*: welcomes questions (no comment). *Levy*: mentions that the agency has been unable to fund programs sufficiently however, is happy to provide requested funding. Inquires if additional funds were provided what programs would both agencies include. *Doughty*: mentions that adult programs would be included as opposed to youth programs. *Billups*: provide site manager at each site and include adult programs; currently one staff person services both Maple Meadows and North Maple Estates. Motion approve: 5-0. *Levy*: mentions November meeting were support service agency will present on programs.

FY10-02: Approve Renewal of Janitorial Services Contract. Motion by *Jackson*; supported by *Seals*. *Novak*: mentions scope of services provided by Blessings Janitorial; contract will be renewed. *Gibson*: mentioned that services at Miller have improved however, Baker Commons have had some issue that maybe addressed in this years renewal. *Manildi*: inquires if the services provided were the first year and if the contract was awarded from bidding process. *Novak*: provides background of contract award regarding Willis Janitorial. Motion approve: 5-0

FY10-03: Approve Renewal of Section 8 HQS Inspection Contract. Motion by *Jackson*; Supported by *Seals*. *Novak*: Betsy Lindsley spoke to contractor, who agreed to the same terms and conditions of the previous year contract. Contract remains within budget. *Manildi*: inquires of HQS inspections. *Centala*: mentions that the inspections are contracted as a HUD requirement to assure unit meet housing quality needs. *Novak*: previously drafted and evaluated by Mirada Jenkins who was very thorough. *Gibson*. Motion approve:

*FY10-04: Moved Manildi; supported Gibson:
Cornellier: low amount, difficult to collect \$ 5-0*

B. New Business

- 1. Transition update – Jayne Miller:** provided signed agreement between City, AFSCME and Teamsters regarding transition period currently experiencing. Agreed to allow work through March. MOU engages union; salary adjustment made for AFSCME employees. (distributes pay adjustments). Includes existing employee, not TEAMSTERS (explains document). Compensation specialist compared to other HA's; preliminary recommendation was used at 50%. *Manildi*: inquires of 50%. Net effect \$120; which is 50% of increase. Temporary employees were bumped up as a result of no paid time off/benefit (38% on top of salary). Union was informed of temporary staff compensation. City allocated \$90K for additional salary cost. *Levy*: inquires how communicated to staff. *Miller*: union meet with staff to make communication and signed off in July also, Marge communicated with staff of distribution; adjustment retroactive to May 2009. *Levy*: inquires of salary program. *Miller*: explains step program; steps 1-6 increases January or July 1. *Seals*: union feelings. *Miller*: yes, meet with staff to explain expectations with compensation and consultants. *Seals*: compared to City employees. *Miller*: relative to City

employee pay; 1st recommendation, 50% is lower; however significant increase.
Novak: unaware. Coquillard: unaware.

V. **COMMISSIONER SUBCOMMITTEE REPORT**

A. Personnel – none

VI. **COMMISSION STAFF REPORTS**

A. Interim Executive Director –

B. Financial Manager –

C. Interim Section 8 Report – as submitted; no comments or questions.

D. Interim PH-West – none submitted

E. Interim PH-East, Security Reports – as submitted; no comments or questions.

VII. **ADDITIONAL PUBLIC COMMENTARY :**

VIII. **ADJOURNMENT:** at Approved: 4-0.

Alan Levy, Vice-Chair

Marge Novak, Interim Recording Secretary