

**MINUTES OF THE SPECIAL MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA**

[Meetings are recorded and are accessible through our website: www.oakha.org]

Monday, May 8, 2023

Special Meeting

The Oakland Housing Authority Board of Commissioners convened a Special Meeting via Zoom software platform online and via teleconference, providing access to the public and enabling submission of public comment by zoom, phone and/or by email.

Secretary Wells called the meeting to order at 6:04 P.M.

1. Pledge of Allegiance

2. Roll Call

(AB 2449 Compliance) The Chair/Clerk of the Board will confirm that there are 4 Commissioners in the same, properly noticed meeting room within the jurisdiction of the City of Oakland, accessible to the public. Each Commissioner who is accessing the meeting remotely must disclose verbally whether they are requesting to meet remotely under AB2449 due to: (1) just cause (notice required), or (2) emergency circumstances. For "emergency circumstances" the request must be approved by a majority vote of the Board of Commissioners for the emergency circumstance to be used as a justification to participate remotely. All Commissioners meeting remotely must provide a general description of the circumstances relating to need to appear remotely at the given meeting. A Commissioner must also publicly disclose at the meeting, prior to any action, whether any other individuals 18 years or older are present in the room with the member at the remote location, and the general nature of the member's relationship with such individuals.

Present 5 – Janny Castillo, Barbara Montgomery, Lynette Jung-Lee, Mark Tortorich and William J. Mayes.

Excused 2 – Anne Griffith (Chair), Gregory Hartwig (Vice Chair)

Secretary Wells informed the Commissioners that an Acting-Chair would need to be nominated to run the board meeting as Chair Griffith and Vice-Chair Hartwig are excused.

Commissioner Tortorich motioned for Commissioner Jung-Lee to act as Acting-Chair, which was seconded by Commissioner Castillo. The motion passed by the following vote:

Ayes 5 – Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

3. Approval of Minutes:

3.1. Approval of Minutes of the Regular Meeting of April 24, 2023

Commissioner Castillo moved to approve the minutes of April 24, 2023, which was seconded by Commissioner Montgomery. The motion passed by the following vote:

Ayes 5 – Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

4. Recognition of people wishing to address the Board of Commissioners

There were no persons wishing to address the Board of Commissioners.

5. Old or Unfinished Business

There were no old or unfinished business items to address.

6. Modifications to the agenda

(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists.

There were no modifications to the agenda.

7. New Business:

7.1. Adopt a resolution authorizing the Executive Director to execute a five-year contract with Axon Enterprise, Inc. for a Law Enforcement Body-Worn Camera System in an amount not to exceed \$375,000.

Alan Love, Chief of Police and Paul Malech, Lieutenant of Police, presented the item on the request to execute the contract with Axon. Chief Love noted that the contract would include Body-Worn Cameras for every uniformed member including Command Staff and non-sworn Police Service Aides. The contract would also include unlimited cloud-based storage, hardware replacement, system integration, GPS, 24-hour support, and easier facilitation of intra-agency investigations.

Having no questions from the Board, Commissioner Tortorich motioned to approve item 7.1., which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 –Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

7.2. Fiscal Year 2024 Oakland Housing Authority Annual Budget Workshop Discussion.

The Oakland Housing Authority Fiscal Year 2024 (FY 2024) Operating Budget was presented by Duane Hopkins, Chief Officer of Program and Finance Administration and Victor Madamba, Director of Finance. During this portion of the presentation several members of the leadership team were called upon to respond to questions by the Commissioners to

discuss operating assumptions and proposed program funding for the coming fiscal year.

The Oakland Housing Authority (OHA) leadership team then presented their individual departments' prior year accomplishments, FY 2024 goals and proposed programs, as well as trends in program and operations metrics. Presenters included: Victor Madamba, Director of Finance; Michelle Hasan, Chief Housing Operations Officer; Dominica Henderson, Chief Social Impacts Officer; Drew Felder, Sr. Director of Human Resources & Employee Experience; Thomas Deloye, Chief Officer of Real Estate Development; Alan Love, Chief of Police; Nicole Thompson, Director of Family & Community Partnerships; Anna Kaydanovskaya, Director of Asset Management; Brandon White, Director of Information Technology; Cha Yang, Director of Enterprise Risk Management.

Presentations included:

- Program Operations (Lease Housing, Capital Improvements, Property Management, Asset Management),
- Community Engagement (Family and Community Partnerships, OHA Police Department)
- Office of Real Estate Development
- Central Office Cost Center (Finance, Information Technology, Risk Management, Human Resources)

Leased Housing presentation stated that they paid out \$836,526 in combined vacancy loss, etc. (Pg 35) As of today, it is over one million.

Questions from the Board:

- Commissioner Tortorich asked how the Benchmark compares to other housing authorities? *Victor will provide data for the next meeting (June).*
- Commissioner Tortorich requested more information on how the cause of variances between fiscal years for the Owner Incentives program (pg.30). Victor Madamba, Director of Finance, and Michelle Hasan, Chief Housing Operations Officer responded regarding how the timing of the lease-up in the emergency voucher program affected the timing of expenditures, and projected expenditures, for the owner incentive program.
- Commissioner Montgomery asked for clarification on the "proposed" Mandela Station. Tom Deloye, Chief of Real Estate Development, responded that monies requested are for projected predevelopment costs only. Secretary Wells further assured the board that each real estate development project will be brought before the board for

approval prior to start and fact sheets for each project will be regularly updated and distributed for more clarification on funding/spending.

- Commissioner Jung-Lee asked for clarification of technology upgrades, security, and maintenance. Brandon White, Director of Information Technology, responded with an overview of the projected technology programs for FY24.
- Commissioner Castillo asked for clarification on 4715-06-000 Housing Assistance – Portability (pg.93). Michelle Hasan responded with an overview of the current dynamics affecting these expenditures and will report in more detail at the June 2023 Board Meeting.
- Commissioner Jung-Lee inquired about Waste Management and the dumping sites. Secretary Wells responded that in order to serve in real time, OAHPI has and contracted 3rd party vendors for daily removal of unauthorized dumping in addition to the franchise agreement with Waste Management for regular trash services.
- Commissioner Castillo asked if Lockwood Gardens roof replacement would be multi-year. Michelle Hasan, Chief Housing Operations Officer, responded because of the level of priority the entire project is targeted for completion during FY24. Secretary Wells added that this project was completed in less than 24 months in 1988.
- Commissioner Castillo will the creek area at Lockwood Gardens be included in the FY24 restoration plans. Michelle Hasan, Chief Housing Operations Officer, indicated she will bring this item back to her team and report back at the June Board Meeting.
- Commissioner Montgomery to confirm which sites have been clear. All? Michelle responded not 100% of the units were tested but the units that we tested were cleared. HUD Regulation education/training is given to all the sites.
- Commissioner Jung-Lee inquired regarding the resident retention pilot program and asked how many families will be served. Michelle Hasan, Chief Housing Operations Officer, responded that the sites identified have a schedule of when staff will be present on-site to assist tenants. Secretary Wells added that the pilot started last summer as we knew the eviction moratorium would be ending. Now that it is here, there will be more engaging and support for tenants to assist with them to come into compliance.
- Commissioner Castillo asked about The Mobile Assistance Community Responders of Oakland (MACRO). Response Training will be put into place for all the officers
- Commissioner Castillo asked if OHA is partnering with other organizations to help with gangs. Captain Luther Dupree responded

that the Oakland Housing Authority Police Department (OHAPD) is working with different agencies through the Department of Violence Prevention and Ceasefire.

- Commissioner Castillo asked to clarify risk management staffing. Cha Yang, Director of Enterprise Risk Management, indicated that total staffing for the department is projected at three full-time positions for FY24. Mr. Yang further clarified the department currently has two full-time positions.

8. Written Communications Departments' Monthly Report.

There were no written communications to discuss.

9. Executive Director's report regarding matters of special interest to the Commission occurring since the last meeting of the Commission.

9.1. Secretary Wells briefed the Commission on the following topics:

- Oakland Undivided
- Free Internet for Public Housing Partnerships

10. Reports of Commission Committees.

There were no reports of the Commission Committees.

11. Announcements by Commissioners.

There were no announcements by the Commissioners.

12. Adjournment of Public Session.

Having no further business to discuss, Commissioner Tortorich motioned to adjourn, which was seconded by Commissioner Mayes. The vote passed unanimously as follows and the meeting adjourned at 9:01 P.M.

Ayes 5 – Castillo, Jung-Lee, Montgomery, Tortorich, Mayes



Anne Griffith, Chair of the Commission

DocuSigned by:

Patricia Wells

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Patricia Wells, Secretary/Executive Director