

**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, September 26, 2022

Regular Meeting

The Oakland Housing Authority Board of Commissioners convened a Regular 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.

Chair Anne Griffith presided and called the meeting to order at 6:01 p.m.

I. Pledge of Allegiance

II. Roll Call

Present 7 – Anne Griffith, Gregory Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, Mark Tortorich, and William J. Mayes.

III. Approval of Minutes:

A. Approval of Minutes of the Regular Meeting of August 22, 2022

Commissioner Jung-Lee moved to approve the minutes, which was seconded by Vice-Chair Hartwig. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

IV. Recognition of people wishing to address the Commission

There were no persons wishing to address the Commission.

V. Old or Unfinished Business

There were no old or unfinished business items.

VI. 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.

VII. New Business:

- A. Authorizing the Executive Director to execute a Memorandum of Understanding in partnership with Alameda County Health Care Services Agency to administer approximately \$9 million in State Housing and Disability Advocacy Program (HDAP) funding to support a Local Housing Program Initiative.

Secretary Wells introduced the item and noted for the record that the title of the program should be corrected from “State Housing and Disability Advocacy Program” to read “State Homeless Disability Advocacy Program (HDAP). Director of Leased Housing, Michelle Hasan led the presentation noting that the Health Care Services Agency received the funding from the State, which they are then required to contract with an entity to administer the funding. HDAP specifically helps low-income families within Oakland.

The Commission asked a few questions which were addressed by staff.

Vice-Chair Hartwig moved to approve the item, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- B. Informational Presentation of Six Contracts for as Needed Legal Services.

The presentation moderated by Contracts, Compliance, and General Services Manager, Daniel Mermelstein, provided an overview of the procurement process for legal services in five specialty areas; general counsel, human resources, law enforcement, real estate, and environmental law. On February 24, 2022, the Request for Proposal (RFP) was posted and 632 vendors notified. Responses were evaluated in April 2022, and from June to August 2022, the Evaluation Committee met and recommended Atkinson, Andelson, Loya, Ruud & Romo PC, Burke, Williams & Sorenson LLP, Goldfarb and Lipman LLP, Hawkins, Delafield and Wood LLP, Liebert Cassidy Whitmore, Meyers Nave Riback Silver & Wilson PC.

The Commission asked a few questions which were addressed by staff.

- C. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Atkinson, Andelson, Loya, Ruud & Romo PC for Law Enforcement Legal Services for a not to exceed amount of \$250,000.

Commissioner Castillo moved to approve the item, which was seconded by Commissioner Montgomery. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- D. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Burke, Williams & Sorenson LLP for Human Resources, Law Enforcement, Real Estate Development and

Environmental Legal Services for a total not to exceed amount of \$500,000.

Commissioner Jung-Lee moved to approve the item, which was seconded by Commissioner Mayes. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- E. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Goldfarb and Lipman LLP for General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for a total not to exceed amount of \$6,750,000.

Commissioner Tortorich moved to approve the item, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- F. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Hawkins, Delafield and Wood LLP for Real Estate Development Legal Services for a total not to exceed amount of \$750,000.

Commissioner Montgomery moved to approve the item, which was seconded by Commissioner Hartwig. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- G. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Liebert Cassidy Whitmore for Human Resources Legal Services for \$900,000.00 for the initial term and \$300,000.00 for the 1st and 2nd option terms for a total of not to exceed amount of \$1,500,000.

Commissioner Hartwig moved to approve the item, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- H. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Meyers Nave Riback Silver & Wilson PC for General Counsel, Human Resources, and Law Enforcement Legal Services for a total not to exceed amount of \$1,250,000.

Commissioner Mayes moved to approve the item, which was seconded by Commissioner Montgomery. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

I. Consent Agenda:

Items on the Consent Agenda are considered routine and do not require separate discussion. If a Commissioner wishes to have discussion, or if a member of the public wishes to comment on any consent item, the item may be removed from the consent agenda and considered separately. Questions or clarifications may be considered by the Commission without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

1. Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.

Commissioner Tortorich moved to approve the item, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

VIII. Written Communications Departments' Monthly Report.

Secretary Wells briefed the Commission on the Departmental Monthly Report for the month of August 2022.

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

Secretary Wells briefed the Commission on the following topics:

- Direct to You Newsletter Highlight
- OHA Police Department's Ice Cream Social
- Community meeting at Arroyo Viejo Park (77th & Bancroft)
- NAHRO 2022 Annual Conference & National Awards of Merit
- OHA Police Department's text alert system
- HUD Stabilization Vouchers

X. Reports of Commission Committees.

There were no reports by Commission Committees.

XI. Announcements by Commissioners.

There were no announcements by Commissioners.

XII. Recess to Closed Session

Commissioner Tortorich moved to recess to closed session, which was seconded by Commissioner Hartwig. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

The meeting recessed at 7:06 p.m.

XIII. Adjournment from Closed and Public Sessions

Commissioner Tortorich moved to adjourn from closed session, which was seconded by Commissioner Hartwig. The motion passed by the following vote:

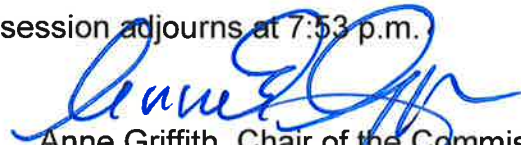
Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

The closed session adjourns at 7:50 p.m.

Having no items to report out from Closed Session and having no further questions from the Commission, Commissioner Castillo moved to adjourn from public session, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

The public session adjourns at 7:53 p.m.


Anne Griffith, Chair of the Commission

By 
Patricia Wells, Secretary