

MINUTES OF THE SPECIAL MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA
HELD WEDNESDAY, SEPTEMBER 13, 2006

The Oakland Housing Authority Board of Commissioners convened a Special Meeting /Work Session at 1619 Harrison Street, Oakland, California on the above date. Chair Moses L. Mayne, Jr. called the meeting to order at 6:09 p.m.

I. Roll Call

Commissioners present were Joe L. Brown, Robert J. Pittman, Jr., Ramon J. Terrazas and Chair Moses L. Mayne, Jr. Commissioners Alfred Lee and Jacqueline Taylor were excused.

II. Report from the Legal Counsel regarding final decisions made during Closed Session at the last regular meeting on August 28, 2006.

Ms. Jennifer Bell, Legal Counsel, reported that there were no final decisions made during the last Closed Session on August 28, 2006.

III. Modifications to the Agenda

There were none.

IV. Old Business

A. Briefing on Limited English Proficiency (LEP) Program.

Mr. Gresley provided background information on the LEP program and called upon Mr. Joseph Villarreal, Deputy Executive Director for Program Administration, for additional information.

Mr. Villarreal described the process that staff had used to obtain input from the local advocate community including Bay Area Legal Aid and the Law Center for Families. He discussed the changes made to the LEP Program in response to comments from these organizations and the Board. He discussed the work plan for the implementation of the Authority's LEP programs.

In response to Mr. Villarreal's briefing the Commissioners asked questions related to the hiring of the translator; the factors used in determining the level of access needed by LEP persons who speak a particular language; and the range

of translation and interpretation services that would be provided. The Commissioners also questioned how the new provisions would affect the wait list. The Board congratulated staff for doing an outstanding job on the LEP program.

V. New Business

A. Consideration of Recommendation to award a contract for the leasing of the OHA parking lot at 1450-1500 Harrison Street.

Mr. Gresley provided background on 1450-1500 Harrison Street. He described the bidding procedure and results.

After a brief discussion, Commissioner Pittman made a motion to approve the resolution. Commissioner Terrazas seconded and the Board voted unanimous approval.

B. Consideration of Recommendation to Authorize the Execution of a sub-grant agreement for Resident Services funded by the ROSS Neighborhood Networks Grant.

Mr. Gresley said that Item B and the next two items that followed relate to the Community and Supportive Services under various grants. He asked Ms. Patricia Ison, Director of Property Operations, to provide a briefing on each of the items.

Ms. Ison first discussed the sub-grant agreement with the East Bay Asian Local Development Corporation (EBALDC) for the provision of an on-site technology center at the Lion Creek Crossings HOPE VI community.

After a brief discussion, Commissioner Terrazas moved approval of the resolution. Commissioner Pittman seconded and the Board voted unanimous approval.

C. Consideration of Recommendation to Authorize the execution of Community and Supportive Services sub-grant agreements for the Coliseum Gardens/Lion Creek Crossings HOPE VI Grant.

Ms. Ison discussed the two resolutions for the provision of HOPE VI funded community and support services (CSS) for the Coliseum Gardens/Lion Creek Crossings community.

After a brief discussion, Commissioner Terrazas moved approval of the two resolutions. Commissioner Pittman seconded and the Board voted unanimous

approval.

D. Consideration of recommendation to Authorize the execution of a sub-grant agreement for the ROSS Homeownership Supportive Services Grant.

Ms. Ison discussed the sub-grant agreement with the East Bay Asian Local Development Corporation (EBALDC) for the provision of an Individual Development Account (IDA) program for thirty public housing residents enrolled in the Resident Opportunity for Self Sufficiency (ROSS/HSS) Homeownership Supportive Services program.

Commissioner Terrazas moved approval of the resolution. Commissioner Pittman seconded and the Board voted unanimous approval.

E. Briefing on the research model for MTW prepared by the Authority's consultant, SPHERE, Inc.

Mr. Gresley said that we entered into a contract with SPHERE Institute to assist us to evaluate our MTW outcomes. He called on Mr. David Lipsetz, Senior Policy Analyst, for a briefing.

Mr. Lipsetz first introduced Ms. Peggy O'Brien from SPHERE Institute, and then provided background information on MTW. He noted that the method would be an excellent tool for us in 2011 and commended SPHERE for their effort in doing their evaluation. Mr. Lipsetz said that the document organizes the evaluation into two categories namely, Resident Outcome Measures and OHA Program Outcome Measures. He called upon Ms. Peggy O'Brien for a briefing of the MTW Performance Evaluation.

Ms. O'Brien made a presentation on the purpose of the project, the methodology, the process, and the measures focused on the economic status of OHA residents. During the course of the briefing, the Commissioners asked questions relating to the outreach program, community development, and the method of examining mixed income residents. Ms. O'Brien provided answers. Mr. Lipsetz and Mr. Gresley provided additional comments.

F. Briefing on the office modifications that will need to be completed in support of the reorganization of the Leased Housing Department.

Mr. Gresley reminded the Commissioners that we are in the midst of reorganizing the Leased Housing Department. He said that, as part of the continuing reorganization, office modifications will be made to the first floor office space at 1619 Harrison Street that contains Leased Housing and Police

Department staff, as well as the MIS training room. He asked Mr. Joseph Villarreal, Deputy Executive Director for Program Administration, to provide a briefing on the modifications.

Mr. Villarreal provided an overview of the plans for the office modifications. He introduced Mr. Jim Peña, the architect for the project. Mr. Peña talked about the plan. He stated that a rough estimate of the cost of the project would be from \$50 - \$55 per square foot, for a total of \$200,000 - \$250,000. He also said that the cost for the additional fire safety modifications would be approximately \$300,000. A brief discussion followed. The Board enquired about the possibility of moving to another building. Staff said that would be more expensive.

G. Briefing on a proposed contract amendment to the contract for General Counsel services to incorporate litigation services for the evictions at Lockwood Gardens.

Mr. Gresley said that when we entered into a contract with Goldfarb & Lipman, we did not anticipate our involvement with the Lockwood cases. He said that we propose to amend the contract to include the additional costs to be incurred on the Lockwood cases. Mr. Gresley said that Ms. Sharon H. Cossey, Deputy Executive Director for Property Operations, has taken a lead in working out the details of the contract with Goldfarb & Lipman. Ms. Jennifer Bell, Legal Counsel, discussed the HUD form that is required to be attached to all non-construction contracts greater than \$100,000. The contract will also be amended to include this new form, and if the amendment is passed by the Board, it will have to be sent to HUD. It would also increase the contract amount with Goldfarb & Lipman to \$500,000, in the fifteen months from April 1, 2006 through June 30, 2007.

H. Briefing on proposed changes in the Schedule of Maintenance and other Charges.

Mr. Gresley said that each year we update our Schedule of Maintenance and Other Charges. He asked Ms. Cossey for a briefing, who in turn called upon Mr. Barry Nann, Interim Director of Facilities Management. Mr. Nann discussed the difference between the current charges and the proposed charges. He said that the charges are reasonable.

Discussion followed. The Commissioners raised questions relating to the possession of house keys of the residents. They also asked for the reasons for the big difference between the current charges and the proposed charges for some services. The Commissioners also asked if this Schedule would be going

to the Resident Advisory Board (RAB). Staff responded.

I. Briefing on Standards for Section 8 Properties.

Mr. Gresley said that back in August, Commissioner Pittman inquired about cooling and ventilation for Section 8 tenants. In response, staff investigated. Mr. Gresley called on Mr. Villarreal to provide a report. Mr. Villarreal provided information on HUD's Housing Quality Standards (HQS), as well as a briefing on the Authority's response to heat-related complaints in Moderate Rehabilitation units. Commissioner Pittman indicated he understood and appreciated the report.

J. Briefing on MTW Annual Report to HUD.

Mr. Gresley said that we are required to submit a Moving to Work (MTW) Annual Report to HUD following the end of each fiscal year. The FY 2006 Report is due on September 28th and will come to the Board for approval on the September 25th meeting. He called on Mr. Lipsetz for a briefing on the Annual Report.

Mr. Lipsetz provided a briefing on the FY 2006 MTW Annual Report, including a description of the HUD-required format. A brief discussion followed. The Commissioners asked questions relating to the draft MTW Annual Report. Staff provided the answers.

VI. Recognition of people wishing to address the Commission.

There were no speakers.

VII. Executive Director's Report

Mr. Gresley said that the time for the regular meeting on September 25th will be moved from 6:00 p.m. to 7:00 p.m.

Mr. Gresley updated the Commissioners on the items to be taken in each of the scheduled meetings for the remainder of 2006 and into the next year.

Mr. Gresley said that the workshop meeting scheduled for October 11th will likely be cancelled.

VIII. Adjournment to Closed Session.

The meeting was adjourned at 9:30 pm. to a closed session.

Closed Session

The Oakland Housing Authority Board of Commissioners convened in Closed Session at 1619 Harrison Street, Oakland, California on the above date. Chair Moses L. Mayne, Jr. presided and called the meeting to order at 9:40 p.m. regarding the following:

- Conference with its real estate negotiators regarding acquisition of real property situated at Park Village, 3761 Park Boulevard Terrace, Oakland, California.
- Conference with legal counsel pursuant to Government Code Section 54656.9 regarding the pending cases in the Alameda County Superior Court.

Attendance

Commissioners present were Joe L. Brown, Robert J. Pittman, Jr., Ramon J. Terrazas, and Chair Moses L. Mayne, Jr. Commissioners Lee and Taylor were excused.

The Closed Session was adjourned at 10:20 p.m.

Chair

Secretary