

After discussion, Commissioner Pittman moved that the Minutes be accepted as submitted. Commissioner Terrazas seconded and the Board voted. Commissioners Brown, Pittman, Terrazas and Chair Mayne voted “Ayes.” Commissioner Lee abstained.

V. Modifications to the Agenda

There were no modifications to the agenda.

VI. New Business

A. Consideration and approval of recommendation to authorize the Executive Director to purchase a new voicemail system.

Mr. Gresley recommended that the Board authorize staff to initiate a sole source procurement to replace portions of the Authority’s voice mail system. He noted that the Authority has a number of different voice mail systems that do not interact with one another. Mr. Gresley said, however, that the Authority has one excellent voice mail system in place and would like to acquire compatible systems from the same vendor in order to build on that system. Mr. Gresley called on Ms. Kathleen Keller, Director of MIS Department to report further.

Ms. Keller indicated that the current voice mail system at 1619 Harrison Street is old, has deficiencies and therefore needs replacement. She said, however, that the current voice mail system at the 935 Union Street location, installed about three years ago, functions very well. Ms. Keller indicated that staff proposes to replace the voice mail system at 1619 Harrison Street with an AVST CallXpress system and network that system with the one at the Union Street location. Ms. Keller emphasized that in order to bring the rest of the Authority into centralized voice mail system, the PBX system also has to be replaced. The voice mail system and the PBX systems are separate but interdependent.

Chair Mayne suggested that Items A and B that relate to voice mail and PBX be included together for discussion.

Discussion ensued. Commissioner Pittman asked whether both systems are integrated with the Authority’s Police Department, the Oakland Police and Fire Departments, so that in case of emergency there are communications among those departments. Ms. Keller said the Authority has different systems that do not overlap with the City of Oakland’s Police and Fire Departments’ systems. She noted, however, that the telephone and PBX systems at 1619 Harrison and the systems that would be installed throughout the Authority would all be networked. Ms. Keller said that the Authority’s systems could be networked with other organizations systems provided they have the same capabilities. Mr. Pittman asked staff to find out whether the Authority’s systems have the same capabilities with the City of Oakland’s systems. Ms. Keller called upon Mr. Mark Seeba, Senior Product Engineer from ATI Computer Telephony for an answer. Mr. Seeba said the Authority’s voice mail system could be set up to have an emergency dial out to any outside organization without additional cost. Chair Mayne

asked whether the Authority's Police Department's phone system has the capability to interface with the Oakland Police Department in case of emergency. Ms. Keller answered yes. Commissioner Terrazas asked whether the Authority has alternatives or plans that could be used in the event of a disaster and the majority of the networking equipment were to fail. Ms. Keller noted that there are primary and secondary servers, and in the event of emergency, MIS will take one of the secondary servers and designate it as being a primary server. Commissioner Terrazas asked if there is any in place in case both systems are down. Ms. Keller said there are backups.

Commissioner Lee asked for the complete products to be purchased. Ms. Keller said the Authority would buy AVST CallXpress voice mail system with 12 ports, unified messaging licenses for 50 users, text-to-voice messaging, software upgrade of the operating system of the CallXpress system at the West District, training, installation and first-year support. Mr. Lee asked what the optimum size would be for AVST product line, and if it would be a software upgrade to add more users. Ms. Keller said the optimum size would be 200 users. Licenses would be needed for additional users of unified messaging services. Mr. Seeba added that there are unlimited licenses for voice mail system users. Mr. Lee asked whether the new system has more unique features that preclude other vendors from sole source purchase. Mr. Seeba stated that they are the East Bay dealer for the product and have been doing business with the Authority for 13 years now. Mr. Lee asked for references. Mr. Seeba said they have provided systems to the San Francisco 49ers, City of Sausalito, City of Antioch, and Alameda County. He added that AVST is the largest stand-alone voice mail manufacturer. Mr. Lee asked how it could be compared to Voice Pro. Mr. Seeba indicated that Voice Pro is a local dealer of voice mail systems. Mr. Lee asked if there is any entity in Oakland who has the system. Mr. Seeba said the California Nurses Association. Mr. Lee asked staff if they have checked the installations. Ms. Keller said they did not check the installations for the CallXpress system because it is the same system OHA has at the 935 Union offices and it is operating outstandingly. However, MIS has checked references for the PBX system.

Mr. Lee would like a feature in the voice mail system for monitoring full mailboxes of employees. Ms. Keller said the system has the capability of monitoring the voice mailboxes and added that it would be noted to employees during the training process. She said they do not plan to provide unified messaging to all employees and further explained how unified messaging works. Chair Mayne asked for a motion. Commissioner Pittman moved approval of the resolution. Commissioner Terrazas seconded and the Board voted. Commissioners Brown, Pittman, Terrazas and Chair Mayne voted Ayes. Commissioner Lee abstained.

B. Consideration and approval of recommendation to authorize the Executive Director to purchase a new phone PBX system.

Mr. Gresley proposed to sole source the purchase of PBX with Siemens Business Solutions, Inc. He called upon Ms. Kathleen Keller. A brief discussion followed. Commissioner Lee asked Legal Counsel Bell what entails sole sourcing. Ms. Bell indicated that the Authority has sufficient ability to sole source this item. She said the

procurement regulations allow staff to exercise their judgment when there is already a contract with a particular vendor. Sole sourcing is certainly allowed in this particular case. Mr. Lee asked about the percentage of upgrade with this contract. Ms. Bell noted the two factors that would justify the sole source. First, the original sourcing was procured through a competitive procurement. Second, staff could go out with the procurement with the stipulation of direct manufacturer support of its equipment and would only get one source.

Commissioner Lee asked what the Authority is exactly buying. Ms. Keller said they are buying four PBXs that would be networked together. The largest one would be installed at 1619 Harrison Street and she provided a description. Mr. Lee asked how the analog ports and digital ports reduce the phone rate. Ms. Keller said the ports are not tied into the phone rate. She added that what reduces the phone rate is the amount of calls that are made outside of the network. Mr. Lee asked for references. Ms. Keller provided the names of four references.

Commissioner Terrazas moved approval of the motion. Commissioner Pittman seconded and the Board voted. Commissioners Brown, Pittman, Terrazas and Chair Mayne voted Ayes. Commissioner Lee abstained

C. Consideration and approval of recommendation to increase holidays from 13.5 to 14 for all non-represented employees.

Mr. Gresley noted that in the last negotiations with the four employee union organizations, management has agreed to increase their holidays from 13.5 to 14, by giving employees a half-day holiday before Christmas and a half-day holiday before New Years, rather than a half-day holiday before Christmas or before New Years. He is recommending extending the same holiday schedule to the unrepresented employees.

Commissioner Lee moved approval of the recommendation. Commissioner Brown seconded. A brief discussion followed. Mr. Pittman asked whether there is financial impact. Mr. Gresley said it might be a very small amount but not significant. Chair Mayne asked whether there was any cost associated with it during the bargaining process. Mr. Gresley said that the cost would be relatively small. Mr. Walter Kawecki, Director of Human Resources, concurred with Mr. Gresley's assessment. Commissioner Lee thanked Mr. Gresley and Mr. Kawecki for smooth negotiations with the Unions. The Board voted unanimous approval.

D. Consideration of recommendation and election of a Director to the Board of Directors of Chestnut Linden, Inc.

Commissioner Lee moved to appoint Chair Moses L. Mayne, Jr. as a Director of Chestnut Linden, Inc. to replace Mr. Richard E. Winnie who has resigned on the Authority's Board of Commissioners. Mr. Gresley will continue his term as Director. The Bylaws of Chestnut Linden, Inc. provide for two Directors to be appointed by the Authority, and the term of office for each director shall be two (2) years.

Commissioner Terrazas noted that there is no language that the Board specifically approves someone to be a Director. Mr. Gresley indicated that Mr. Lee suggested that Chair Mayne be appointed as a Director. Commissioner Lee thought that there would be two persons to be appointed and then made his position to allow all the Commissioners the opportunity to serve on any vacant posts. Mr. Gresley explained that there is currently one vacancy for directorship. Commissioner Pittman volunteered for the position. Mr. Lee and Mr. Brown withdrew their "Motion" and "Second," respectively. Chair Mayne asked whether members of the Commission would fill the position on a rotating basis. Commissioner Lee indicated that unlike the Chair and Vice Chair who are already serving on different posts like on the Oakland Hotel, CAHI, etc., the other commissioners do not. Mr. Gresley stated that there are five (5) boards and they are: OHI, KHI, Hotel Oakland, CAHI, and Chestnut-Linden, Inc. He explained the structure of the bylaws of each board. Chair Mayne asked for a new motion on the floor. Commissioner Terrazas moved approval to appoint Commissioner Pittman as director on the Board of the Chestnut Linden, Inc. Commissioner Brown seconded and the Board voted unanimous approval.

E. Authorization of Chair Moses L. Mayne, Jr. to travel to attend Pacific Southwest Regional Conference of NAHRO at Lake Tahoe, November 12-15, 2005.

Commissioner Lee moved approval to authorize Chair Mayne to attend the Pacific Southwest Regional Conference of NAHRO at Lake Tahoe on November 12-15, 2005. Commissioner Terrazas seconded. Chair Mayne noted that there may be other commissioners who are interested in attending the conference and asked those who would like to attend. Commissioners Pittman and Brown expressed their interests in attending the conference. Commissioner Lee asked whether Commissioners' travels are budgeted annually. Mr. Gresley said there is an overall travel budget. Commissioner Lee suggested setting a budget for Commissioners travels next year. Commissioner Lee reiterated his motion to approve Chair Mayne's travel, with Commissioners Pittman and Brown also to attend the NAHRO Pacific Southwest Regional Council Annual Fall Conference at Lake Tahoe on November 12-15, 2005. Commissioner Brown seconded and the Board voted unanimous approval.

F. Consideration of recommendation to form a committee of the Board of Commissioners to develop an evaluation of the Executive Director's performance over the past year for consideration by the full Board of Commissioners.

Mr. Gresley said it is again time for the Commission to begin and conclude the evaluation of the Executive Director and recommended that the Board form a committee to prepare a draft evaluation for discussion in Closed Session. Chair Mayne appointed Commissioner Lee to serve as Chair and Commissioners Taylor and Pittman to serve as members on the committee.

G. Consideration of recommendation to form a committee of the Board of Commissioners to act as a sounding board and to provide advice to the Executive

Director on options for reorganizing the Housing Authority to better meet strategic goals.

Mr. Gresley noted that there are a number of areas that need to be explored to better meet strategic goals. He recommended that the Board appoint a committee of three members that would act as an advisor to the Executive Director. The committee will provide the Executive Director with some ideas for some organizational changes to the Agency. Chair Mayne assumed that the committee would also come back to the full Commission to make recommendations. Mr. Gresley said yes, possibly in January 2006.

Chair Mayne appointed Commissioner Terrazas to serve as Chair and Commissioner Brown as a member. Chair Mayne will also serve as a member of the Committee.

VII. Recognition of people wishing to address the Commission.

There were none.

VIII. Written Communications

With regard to the memo on the Equal Opportunity Report, Commissioner Terrazas asked how the Agency's diversity for the various positions is compared to the ethnic make-up of the City of Oakland. Mr. Gresley was not sure if the information is readily available but would arrange to make a comparison and get back to the Board with a report. Commissioner Pittman asked for a copy of the Physical Needs Assessment (PNA) report that had been presented by Mr. Rod Roché at the last meeting. Staff will send copies of the PNA report to Commissioners Pittman and Terrazas. Chair Mayne asked if there has been a vendor for the big retail area at Mandela Gateway. Mr. Gresley said that BRIDGE is doing the project and has been in discussions with a vendor, but no conclusions have been reached. Commissioner Terrazas asked whether the Authority is operating at a loss on the retail space. Mr. Gresley said they are not recovering their investment and there is little if any operating cost for that space. Mr. Neville provided additional comments. Commissioner Pittman asked whether BRIDGE is responsible for the sales agents in negotiating the leases and how many sales agents are there. Mr. Neville provided answers.

Commissioner Lee asked if there is a wait list on Lockwood Gardens, Phase 3. Ms. Joyce Roberson, Interim Director of Housing Management, said that the leasing of about 36 units started last week and is still ongoing. She added that about fifty percent (50%) of the 36 units has been identified. Commissioner Lee asked whether there are new cases on the For-Cause Evictions. Mr. Gresley responded. On the Coliseum Gardens Off-Sites, Chair Mayne asked whether Wings of Love received a check in Closing. Mr. Neville said yes.

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

Mr. Gresley passed out to the Commissioners a notice about the Employee Association Picnic on Saturday, October 1st, 2005, and extended invitations.

Mr. Gresley updated the Board on some matters. On Saturday, September 17th, there was a homicide at 12th and Peralta Streets (not OHA property) in West Oakland. The victim was believed to have been an associate of some drug dealers in the Campbell Village area. Since after the funeral of the victim on September 22nd, there has been an increase in violence in the West Oakland area. There was a large fight that broke out at the funeral. After the funeral there was a fight at 12th and Filbert Streets (not OHA property) in West Oakland. The Oakland Police responded. Another fight erupted at the Acorn Housing, and again, that is not an OHA property. On September 22nd, a crowd of about a hundred people gathered in Campbell Village. The Oakland Housing Authority Police and the Oakland Police responded and the crowd was dispersed. That night, on September 22nd, there was a shooting in Campbell Village. On the afternoon of September 23rd, someone opened fire with an automatic rifle at Campbell Village. Luckily, no one was hurt. The Housing Authority Police responded by setting up a mobile command center and went on a 24-hour around-the-clock presence at Campbell Village all weekend. The Housing Authority Police made four arrests. There were also some rumors that on Friday, September 23rd, there was a shooting at Lockwood Gardens, but we have not gotten any credible reports.

Mr. Gresley said that he received a phone call today and was interviewed by a writer for the Affordable Housing Finance magazine. The writer informed Mr. Gresley that Mandela Gateway has been chosen to receive an award in their magazine as the Readers' Choice Best Urban Project. Commissioner Terrazas asked if it could be released to the press.

Mr. Gresley said it would be publicized.

Mr. Gresley said that on Friday, September 23rd, Secretary Jackson of HUD had a press conference and announced HUD's initiative to respond to Hurricane Katrina. Mr. Gresley said that today there was a simulcast and staff got a copy of the power point presentation. He said that HUD's response in providing services to victims of Katrina was not clear. Mr. Gresley said it appears that it is only clear that HUD wants to assist people who were living in public housing or in Section 8 in the area affected by Katrina.

Mr. Gresley said there are a number of initiatives underway to find a way to allow the Housing Authority to assist families affected by Katrina. Commissioner Brown asked if a closed OHA property could open for emergency purposes. Mr. Gresley said it would be expensive and believed it would not be necessary.

X. Reports of Commission Committees

There were none.

XI. Announcements by Commissioners

There were none

XII. Adjournment

The Commissioners adjourned the meeting at 8:45 p.m.

Chair

Secretary