



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

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

Monday, September 22, 2025
6:00 PM

Zoom Information

- 1. Pledge of Allegiance**
- 2. Roll Call**

Pursuant to Assembly Bill (AB) 2449, Commissioner Jung-Lee called into the Board of Commissioners Meeting via Zoom.

Present - Chair Anne Griffith, Commissioner Lynette Jung-Lee, Commissioner Barbara Montgomery, Commissioner William Mayes, Commissioner Janny Castillo.

Excused - Vice Chair Gregory Hartwig.

Commissioner Mayes moved to Approve Commissioner Jung-Lee's remote presence. which was seconded by Commissioner Montgomery. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, Lynette Jung-Lee, William Mayes, Janny Castillo

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0: None

- 3. Approval of Minutes**

3.1 Approval of the minutes for the August 25, 2025 Regular Board of Commissioners Meeting.

Attachments:

[Minutes for the August 25, 2025 Regular Board of Commissioners Meeting](#)

Commissioner Mayes moved to Approve item 3.1 which was seconded by Commissioner Montgomery. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, Lynette Jung-Lee, William Mayes, Janny Castillo

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

4. Recognition of people wishing to address the Commission

There were no people wishing to address the Commission.

5. Old or Unfinished Business

There was no old or unfinished business.

6. Modifications to the Agenda

Item 13.1 was struck from the agenda.

7. New Business

7.1 Police Department Promotional Swearing-In Ceremony.

Attachments:

[Staff Report - Police Department Promotional Swearing In Ceremony Chief Luther Dupree Swearing In Ceremony](#)

Special Advisor to the Executive Director, Caryl Duplessis, swore in Mr. Luther Dupree as the 7th Chief of Police for the Oakland Housing Authority's (OHAPD) Police Department with Secretary Patricia Wells presiding.

Mr. DuPree brings over 21 years of dedicated service in law enforcement. Throughout his career, Chief DuPree has demonstrated leadership across multiple areas of public safety. He has been certified as an instructor in Bias-Based Profiling and De-escalation Techniques, further reinforcing his commitment to community-focused engagement. His institutional knowledge, strategic leadership, and commitment to public service continue to guide the department forward. Chief DuPree's family and friends were present to witness the swearing-in ceremony.

There were no questions from the Commissioners. BART Deputy Police Chief, Alan Love, made comment.

7.2 Informational Presentation on Emergency Housing Vouchers

Attachments:

[Staff Report - Informational Presentation On Emergency Housing Vouchers Informational Presentation on Emergency Housing Vouchers](#)

Chief of Social Impact Officer, Dominica Henderson presented an informational presentation on Emergency Housing Vouchers to the Commissioners.

Ms. Henderson explained that In 2021, the Biden-Harris administration launched the Emergency Housing Voucher (EHV) program to reduce homelessness, establishing a partnership between public agencies for referrals and administration. The Oakland Housing Authority (OHA) partnered with Alameda County Health and neighboring Public Housing Authorities (PHAs) to manage the program, successfully leasing all 515 allocated vouchers by October 2023. Initially, EHV funding was set to expire in 2030, with a ten-year window for \$1.8 million in service fees. However, in March 2025, the U.S. Department of Housing and Urban Development (HUD) announced the program would end in October 2026, leaving nearly 500 Oakland families at risk of homelessness. Additionally, HUD plans to sunset service fees in August 2025 and outlined a waiver process for transitioning families to other assistance, which could delay or deny aid. In response, OHA proposed using flexibility from the Moving To Work (MTW) program to transfer EHV households directly into the MTW voucher program, bypassing waitlists and aligning with strategic goals for housing preservation and community engagement. This move would prevent families from losing assistance by 2026 and reduce the risk of homelessness.

Staff answered questions from the Commissioners. There was no public comment.

- 7.3 Adopt a resolution authorizing the Executive Director to execute a contract amendment between the Oakland Housing Authority (OHA) and ADO Professional Solutions, INC., DBA LHH, for Temporary Employment Services increasing the contract amount of \$240,000, by \$300,000, to a total contract amount of \$540,000 for the initial three (3) year term, not to exceed June 2, 2027, and adding \$240,000 for both of the one (1) year option terms, for a total contract amount not to exceed \$1,020,000, for a term not to exceed June 2, 2029.

Attachments:

[Staff Report - ADO Professional Solutions](#)
[CCGS Review Memo Temporary Employment Services](#)
[ADO Professional Solutions Resolution](#)
[Resolution 5404](#)

Senior Director of Human Resources and Employee Experience, Drew Felder, presented this item to adopt a resolution authorizing the Executive Director to execute a contract amendment between the Oakland Housing Authority (OHA) and ADO Professional Solutions, INC., DBA LHH, for Temporary Employment Services.

Mr. Felder explained the request is to amend the contract with ADO Professional

Solutions, doing business as LHH, which is one of the temporary services vendors procured through a competitive process over the past two years. When temporary services are needed, OHA issues requests to all vendors to submit the best candidates, followed by interviews where the director or hiring manager selects the most suitable candidate. LHH has emerged as one of the two vendors providing the most frequent and qualified candidates, especially for higher-level positions, with candidates often staying for multiple months. As a result, these contracts have higher spend. With the approval of the proposed amendments, OHA will continue to utilize all temporary services vendors and provide them with opportunities to fulfill temporary staffing needs as they arise.

There were no questions from the Commissioners. There was no public comment.

Staff answered questions from the Commissioners.

Commissioner Mayes moved to Approve item 7.3 which was seconded by Commissioner Castillo. The motion Passed by the following vote:

Ayes - 4: Anne Griffith, Barbara Montgomery, William Mayes, Janny Castillo

Nayes - 0: None

Abstain - 1: Lynette Jung-Lee

Excused - 1: Gregory Hartwig

Absent - 0:

- 7.4 Adopt a resolution authorizing the Executive Director to execute a contract amendment between the Oakland Housing Authority (OHA) and Protiviti Government Services, for Temporary Employment Services, increasing the contract amount of \$350,000 by \$650,000, to a total contract amount of \$1,000,000 for a three (3) year term, not to exceed August 14, 2027.

Attachments:

[Staff Report - Protiviti Government Services](#)

[CCGS Review Memo Temporary Employment Services](#)

[Resolution - Protiviti Government Solutions](#)

[Resolution 5405](#)

Senior Director of Human Resources and Employee Experience, Drew Felder, presented this item to adopt a resolution authorizing the Executive Director to execute a contract amendment between the Oakland Housing Authority (OHA) and Protiviti Government Services, for Temporary Employment Services.

Mr. Felder explained that the Oakland Housing Authority continues to require temporary personnel services to supplement existing departmental staff capacity in the support of ongoing Authority operations, projects, and organizational maintenance. After consultation with the Contract Compliance and General Services Department (CCGS), the evaluation committee recommended awarding a contract to eleven (11) firms; however, after further discussions with CCGS, it was recommended that ten (10) firms, which included Protiviti Government Services, be recommended for award. In consideration of this action, the use of a temporary

staffing firm specializing in the staffing needs of OHA continues to be the most viable option to ensure that there is no work stoppage within any aspect of OHA. In addition, the use of temporary staffing allows for the flexibility of having staff only when needed

Staff answered questions from the Commissioners. There was no public comment.

Commissioner Montgomery moved to Approve item 7.4 which was seconded by Commissioner Mayes. The motion Passed by the following vote:

Ayes - 4: Anne Griffith, Barbara Montgomery, William Mayes, Janny Castillo

Nayes - 0: None

Abstain - 1: Lynette Jung-Lee

Excused - 1: Gregory Hartwig

Absent - 0:

- 7.5 Adopt a resolution authorizing the Executive Director to execute a contract between the Oakland Housing Authority and ACCO Engineered Systems, Inc. for Heating, Ventilation, and Air Conditioning (HVAC) maintenance and repairs, utilizing the cooperative agreement ACCO Engineered Systems, Inc. in an amount not to exceed \$519,679, for an initial term not to exceed March 24, 2027, and two (2) one-year option terms not to exceed March 24, 2029, if the options are exercised.

Attachments:

[Staff - ACCO Engineered Systems](#)
[Signed CCGS Review Memo - ACCO](#)
[Resolution - ACCO Engineered Systems](#)
[Resolution 5406](#)

Director of Capital Improvements Department, Bruce Brackett, presented this item to adopt a resolution authorizing the Executive Director to execute a contract between the Oakland Housing Authority (OHA) and ACCO Engineered Systems, Inc. for Heating, Ventilation, and Air Conditioning (HVAC) maintenance and repairs.

Mr. Brackett explained that OHA requires maintenance, repairs, and replacements for heating, ventilation, and air conditioning (HVAC) equipment, as the current contract is nearing expiration. SourceWell, has an existing contract with ACCO Engineered Systems Incorporated through March 24, 2027, with two one-year option terms extending through March 24, 2029. This contract allows OHA to engage ACCO through a cooperative agreement, as SourceWell's procurement methods meet the agency's contracting requirements. The requested contract with ACCO Engineered Systems Incorporated for HVAC maintenance, repairs, and replacement is for an amount not to exceed \$519,779.

There were no questions from the Commissioners. There was no public comment.

Commissioner Castillo moved to Approve item 7.5 which was seconded by Commissioner Mayes. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, William Mayes, Janny Castillo, Lynette Jung-Lee

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0 :

- 7.6 Adopt a resolution authorizing the Executive Director to execute a contract between the Oakland Housing Authority and Otis Elevator Company for Elevator and Chairlift Services, Repair, Maintenance, Inspection/Testing, Parts, and Modernization for Authority -owned and managed properties and administrative buildings in an amount not to exceed \$1,175,600, for a term not to exceed September 30, 2029.

Attachments:

[Staff Report - Otis Elevator Amendment](#)

[Otis Contract Amendment](#)

[CCGS Memo Otis](#)

[Otis Elevator Resolution](#)

[Resolution 5407](#)

Director of Capital Improvements Department, Bruce Brackett presented this item to adopt a resolution authorizing the Executive Director to execute a contract between the Oakland Housing Authority (OHA) and Otis Elevator Company for Elevator and Chairlift Services, Repair, Maintenance, Inspection/Testing, Parts, and Modernization for Authority-owned and managed properties and administrative buildings.

Mr. Brackett explained that OHA has several elevators across residential and administrative buildings that require regular maintenance and repairs. Elevators have a useful life of 20 to 30 years, depending on factors such as usage, type, and environmental conditions, after which major upgrades or modernization may be necessary. The University of California has an existing contract with Otis Elevator Company, extending through September 30, 2029, which allows OHA to contract with Otis through a cooperative agreement, as the procurement methods used by the University meet the agency's contracting requirements.

There were no questions from the Commissioners. There was no public comment.

Commissioner Montgomery moved to Approve item 7.6 which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, Lynette Jung-Lee, William Mayes, Janny Castillo

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

- 7.7 Adopt a resolution authorizing the Executive Director to execute an amendment to the contract between the Oakland Housing Authority (Authority) and Sac ProFloors, to provide flooring supply and flooring installation services at Oakland Housing Authority owned and managed properties, increasing the maximum contract amount for the initial two- year term by \$700,000, from \$700,000 to \$1,400,000 and for each of the three (3) one-year option terms by a total of \$400,000, from \$500,000 to \$ 900,000, for an amended total contract from \$2,200,000 to a contract amount not to exceed \$4,100,000, for a contract term not to exceed June 5, 2029.

Attachments:

[Staff Report - Sac ProFloors](#)

[Resolution 5340](#)

[Sac Floors CCGS](#)

[Resolution - Sac Profloors](#)

[Resolution 5408](#)

Mark Schiferl, Director of Property Operations, presented this item to adopt a resolution authorizing the Executive Director to execute an amendment to the contract between the Oakland Housing Authority (Authority) and Sac ProFloors, to provide flooring supply and flooring installation services at Oakland Housing Authority owned and managed properties.

Secretary Patricia Wells amended the item to include services at the Authority's administrative buildings.

Mr. Schiferl explained that the Authority is requesting an amendment to the existing contract for the owned and managed sites, including the addition of flooring services for the administrative office buildings. The approval of this amendment and additional funding will allow the authority to effectively address urgent routine and emergency work orders, manage vacant turnovers and ensure that flooring replacement and repair services can be provided to the authority's administrative buildings.

There were no questions from the Commissioners. There was no public comment.

Commissioner Jung-Lee moved to Approve as Amended item 7.7 which was seconded by Commissioner Montgomery. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, Lynette Jung-Lee, William Mayes, Janny Castillo

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

- 7.8 Adopt a resolution authorizing the Executive Director to amend Board of Commissioners Resolution 5330 to, (i) execute a contract or issue a purchase order with terms with HD Supply Facilities Maintenance, Ltd., utilizing OMNIA cooperative agreement contract # 16154-RFP for the purchase of Maintenance, Repair, Operating Supplies, Industrial Supplies, and Related Products and Services for a term not to exceed December 31, 2026; and (ii) ratify payments made to HD Supply of \$65,358.18 for a total amended contract amount, or purchase order with terms not to exceed \$1,934,641.82 for a term not to exceed December 31, 2026.

Attachments:

[Staff Report - HD Supply Facilities Maintenance, Ltd](#)
[Resolution 5330](#)
[CCGS Review Memo HD Supply](#)
[Executive Summary MRO HD Supply](#)
[Resolution HD Supply](#)
[Resolution 5409](#)

Director of Property Operation, Mark Schiferl, presented this item.

Mr. Schiferl explained the Authority is requesting an amendment to the Board of Commissioners' resolution, which authorized the execution of a contract. The amendment seeks to add language allowing the potential issuance of a purchase order with terms for HD Supply Facilities Maintenance Limited, utilizing the Omnia contract. Board authorization was initially granted on January 27, 2025, to negotiate a contract, and the Contracts, Compliance, and General Services Department began those negotiations with HD Supply Facilities Maintenance.

During the negotiation period, supplies for resident services, capital improvements, and day -to-day maintenance were still required, which is the basis for our request to ratify the \$65,358.18 spent on supplies purchased prior to contract execution. Additionally, staff is requesting that the \$65,000 be deducted from the original \$2 million ask, meaning we are not requesting an increase in funding. The contract term remains unchanged, with an expiration date of December 31, 2026, to align with the Omnia contract's expiration.

There were no questions from the Commissioners. There was no public comment.

Commissioner Mayes moved to Approve item 7.8 which was seconded by Commissioner Montgomery. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, Lynette Jung-Lee, William Mayes, Janny Castillo

Nayes - 0: None

Excused - 1: Gregory Hartwig
Absent - 0:

- 7.9 Adopt a resolution authorizing the Executive Director to amend Board of Commissioners Resolution No. 5331 to execute a contract, or issue a purchase order (PO) with terms in amounts not to exceed \$250,000 for each PO, with Home Depot U.S.A., Inc., utilizing OMNIA cooperative agreement contract #16154-RFP for the purchase of maintenance, repair, operating supplies, industrial supplies, and related products and services, in an amount not to exceed \$2,000,000, for a term not to exceed December 31, 2026.

Attachments:

[Staff Report - Home Depot](#)
[Resolution 5331](#)
[CCGS Review Memo Home Depot USA NC](#)
[Executive Summary MRO](#)
[Home Depot Resolution](#)
[Resolution 5410](#)

Director of Property Operations, Mark Schiferl, presented this item

Mr. Schiferl explained that staff is requesting an amendment to Resolution No. 5331, adopted by the Board of Commissioners on January 27, 2025, which authorized expenditures not to exceed \$2 million through December 31, 2026, for the purchase of maintenance-related materials from Home Depot USA Inc. utilizing the Omnia Cooperative Agreement. He noted that, to date, contract negotiations with Home Depot have not been finalized, and no purchases have been made under this agreement. In the interim, staff is requesting authorization to issue individual purchase orders with terms and amounts not to exceed \$ 250,000 per purchase order, while contract negotiations continue through Contract Compliance and General Services.

There were no questions from the Commissioners. There was no public comment.

Commissioner Jung-Lee moved to Approve item 7.9 which was seconded by Commissioner Montgomery. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, Lynette Jung-Lee, William Mayes, Janny Castillo

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

8. Consent Agenda

- 8.1 Adopt a resolution authorizing the Executive Director to execute a renewal of a Housing Assistance Payment HAP contract with Drachma Housing, Inc., a California nonprofit public benefit corporation, for up to 15 years, for up to 12 Project-based Vouchers (PBV) units, in an estimated annual amount of \$337,824, and a total contract amount of \$5,067,360 at Drachma Apartments.

Attachments:

[Staff Report - Drachma Inc](#)

[Resolution - Drachma Inc - Housing Assistance Payment Contract Renewal Resolution 5411](#)

Commissioner Mayes moved to Approve the Consent Agenda which was seconded by Commissioner Montgomery. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, Lynette Jung-Lee, William Mayes, Janny Castillo

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

9. Written Communications Departments' Monthly Report

- 9.1 Written Communications Departments' Monthly Reports

Attachments:

[01 - Family and Community Partnerships](#)

[02 - Leased Housing](#)

[03 - Office of Property Operations](#)

[04 - Capital Improvements Department](#)

[05 - Office of Real Estate Development](#)

[06 - Asset Management](#)

Secretary Patricia Wells briefed the Commissioners on departments' monthly reports.

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

- 10.1 California Association of Housing Authorities NorCal Annual Meeting
- September 10 - September 12

Attachments:

[CAHA Photo With Secretary Tomiquia Moss](#)

Secretary Patricia Wells briefed the Commissioners on the California Association of Housing Authorities NorCal Annual Meeting take took place from September 10 to

September 12, 2025.

10.2 Leased Housing Luncheon - September 12, 2025

Attachments:

[Leased Housing Lunch Event](#)

10.3 Oakland Mayor Barbara Lee 100 Days In Office Ceremony - August 28, 2025

Attachments:

[Mayor Barbara Lee 100 Days In Office Ceremony](#)

Secretary Patrica Wells briefed the Commissioners on the 100 days in office ceremony for Oakland Mayor Barbara Lee that took place on August 28, 2025.

10.4 Violence Against Women Act (VAWA) Training

Attachments:

[VAWA Training](#)

Secretary Patricia Wells briefed the Commissioners on Violence Against Women Act (VAWA) training sessions.

11. Announcements by Commissioners

Commissioner Janny Castillo briefed the Commissioners on the Special Ad-Hoc Committee For A Mission Driven Culture meetings that focused on the topic of Direct Rental Assistance.

12. Adjournment to Closed Session

Commissioner Mayes moved to Approve to adjourn to Closed Session which was seconded by Commissioner Castillo. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, Lynette Jung-Lee, William Mayes, Janny Castillo

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0: Gregory Hartwig

13. Closed Session

13.1 Conference with Real Property Negotiations (Government Code §

54956.8) Property: 1619-1621 Harrison Street, Oakland, CA 94612

APNs: 008-0625-023 & 008-0625-024

Agency Negotiation: Patricia Wells, Executive Director; Tom Deloye, Chief

Officer of Real Estate Development; Deni Adaniya, Senior Program Manager; Jhaila Brown, General Counsel; Isabel Brown, General Counsel

Negotiating Parties: Housing Authority of the City of Oakland, California

Item 13.1 was struck from the Agenda (See Item 6 Modifications To Agenda)

13.2 Closed Session regarding labor negotiations pursuant to California Government Code Section 54957.6

Oakland Housing Authority Negotiators:

- Drew Felder, Senior Director of Human Resources and Employee Experience;
- Dominica Henderson, Chief of Social Impacts;
- Victor Madamba, Director of Finance;
- Patricia Wells, Executive Director; and
- Jhaila Brown, General Counsel

Employee Organizations:

- SEIU 1021, Service Employees;
- Building and Trades Council (BTC); and
- Local 29, Office and Professional Employees Union

Commissioner Mayes moved to Approve Adjournment from Closed Session which was seconded by Commissioner Castillo. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, Lynette Jung-Lee William Mayes, Janny Castillo,

Nayes - 0: None

Abstain - 0:

Excused - 1: Gregory Hartwig

Absent - 0:

14. Adjournment

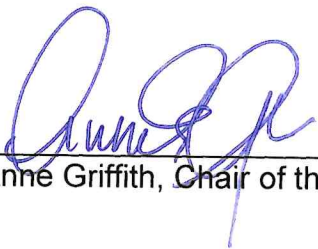
Commissioner Mayes moved to Approve Adjournment which was seconded by Commissioner Castillo. The motion Passed by the following vote:

Ayes - 5: Anne Griffith, Barbara Montgomery, Lynette Jung-Lee, William Mayes, Janny Castillo

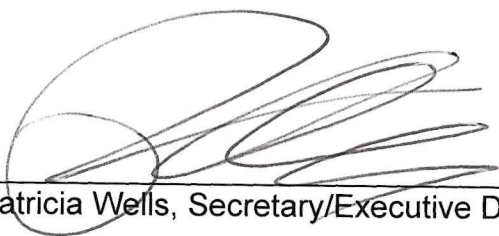
Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:



Anne Griffith, Chair of the Board



Patricia Wells, Secretary/Executive Director