

FAYETTEVILLE HOUSING AUTHORITY

Special Meeting Agenda -09/13/2021, 5:30 P.M.

VIA ZOOM

Mission Statement: The Fayetteville Housing Authority provides safe, quality, affordable housing as a basic human right to build community resilience, improve intergenerational public health outcomes, and increase equitable opportunities.

- I. Call to order
- II. Roll call
- III. Announcements: Review of meeting decorum protocols
- IV. Approval of the agenda

- V. **Public Comment** *A reminder that public comments are an opportunity for the public to ask questions and/or relay information requests. All comments should be as brief as possible, addressed to the Chair, and follow professional standards of courtesy and decorum, which precludes any and all personal attacks on residents, staff, and/or Board members. Personnel matters are not allowable as public comment as the Board is only authorized to discuss personnel issues in Executive Session.*

- VI. **Special Meeting Agenda Items**
 1. **Determination of a Plan for Leadership and Staff - Carried over from 9.9.21 FHA Board meeting discussion**
 - Gerald Turner, HEAL Collaborative
 - Ask Mr. Turner to request meeting with Shelia Posey, On Point Solutions, to discuss her findings/perceptions. Chair Terry will share Ms. Posey's slide deck and findings with Mr. Turner/Heal Collective
 - Will send out a doodle poll for best dates for Board Commissioners' availability for a working session/afternoon retreat.
 - Role of the HC finance analyst is high level systems analysis of current accounting systems and fungibility of invoices between institution and component agency.
 - **Management Stabilization - Continuity of Operations**
 - Could have more than one MOU in place. Prioritize positions w/o institutional memory as on-site placements
 - Regional MOU framework strengthens each agency individually and collectively
 - Time is of the essence for payroll and payment to Sec 8 property owners
 - Section 8 - partner with a neighboring housing authority through MOU

- 60 day while the Staffing Committee is able to meet and backfill 5 currently vacant positions
- Critical to have specialized knowledge of how programs work and on what timelines. Someone coming in to handle AR's
- Need to have an identified Sec 8 supervisor who can fulfill those responsibilities of approving terminations, reasonable accommodations, rent increases. Staff are constrained by murky policies and understaffing.
- Staff concerns about sustained staff vacancies -
 - Are all vacancies currently posted through TPC (HR firm) and also on FHA website?
 - Board just established a Staffing Committee to backfill positions unfilled by previous management
 - Need to have any/all complete vacant position descriptions uploaded to the 60 day board folder
 - Is staff compensation competitive?
 - Are retention bonuses a normative practice?
 - Jennifer Cotton: Willing to cross-train and team lead if there are adequate plans in place for bringing in a knowledgeable Section 8 team
 - Continuity of authority needs to be empowered by Board. Best practices?
 - Review of current organizational chart - assess priority positions and how the Board call
- Interim Leadership 3rd party HUD contractor firms: (Nan Mackay, Quadel, CRB, etc.)
 - Can do temporary contracts / Tend to trend towards longer-term contracts
 - Regional NAHRO
 - Tulsa Housing Authority (if it's allowed to cross state lines)
- Interim Executive Director (60 day contractor)
 - This would be a personnel action, not a procurement of goods and services.
 - Motion to adjourn to Executive Session for the purpose of an employment matter

2. Cash Public Housing CD and deposit into Public Housing Operating Expense at Bank of into Public Housing Operating Expense at Bank of Fayetteville - Carried over from 9.9.21 FHA Board meeting discussion

- Commissioner Brashers report on balance sheet question

3. Removal of Melissa Terry as Chair - Motion brought forward by Commissioner Scott on 9.10.21

VII. Announcements

VIII. Adjournment