

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
ANNUAL MEETING
502 East Highland Mall Blvd., Suite 106-B
Austin, Texas 78752
January 14, 2021
9:00 a.m.**

MINUTES

The Housing Authority of Travis County, Texas, held its Annual Board of Commissioners Meeting via Zoom on the above date.

<https://us02web.zoom.us/j/2496318264?pwd=TmVYWEVRM3JRK1pPMHdhNmVDWTNvQT09>

• **CALL TO ORDER**

Chair of the Board, Eddie Karam, called the meeting to order at 9:05 am.

ROLL CALL / CONFIRMATION OF QUORUM

Roll Call of Commissioners: Chair Eddie Karam; Vice Chair Robbye Meyer; Commissioner John Hernandez; Commissioner Wilmer Roberts; Commissioner Ann Denton.

Guests: Laura Lozano with the WHY Group; Jessica Chen with Brown, Graham & Company, P.C.

Staff in Attendance: CEO/Executive Director Patrick Howard; Executive Assistant Shannon Farese, Director of Real Estate Development Robert Onion; Asset Manager Keith Hoffpaur, Sr. Administrative Assistant Debbie Honeycutt; Director of Voucher Programs and Homeless Initiatives Christina Montes; Director of Finance Subra Narayanaier; Housing Managers Gabrielle Jones and Carlos Guzman.

CEO/Executive Director Patrick Howard certified the quorum.

• **CONSENT AGENDA**

- A. Approval of the Minutes, Special Meeting from September 10, 2020
- B. Approval of the Minutes, Regular Meeting from November 6, 2020
- C. Approval of the Minutes, Special Meeting from November 23, 2020

Commissioner Ann Denton made a **motion** to approve Items II.A thru II.C. Commissioner John Hernandez seconded the motion, which **passed** unanimously.

• **PUBLIC FORUM / CITIZEN COMMUNICATION.**

There was no public forum or citizen communication.

• **UPDATE ON FY 2020 AUDIT**

Director of Finance & Administration Subra Narayanaier introduced auditor Jessica Chen with Brown, Graham & Company. Jessica shared an update on the preparation of the FY20 Audit for HATC, which in recent years included financial information for SHFC due to the fact that SHFC was determined to be a “*discretely presented component unit*” of HATC. In recent discussions with the General Accounting Standards Board (GASB) staff, it was determined that SHFC should rather be determined to be a “*separate*” entity. This is in accordance with the General Accounting Standards Board (GASB) Statement #14. As a result, no year-end audit is required. Board members expressed their concerns regarding the idea of not producing an annual audit for SHFC and asked that the item be placed on the February 4th Board meeting for further discussion.

- **REGULAR AGENDA**

- **A. Quarterly Assessment- CEO-Executive Director**

Board went into executive session Commissioner Denton made a motion that the board go into Executive Session at 9:43 am and Robbye seconded the motion. Board concluded its Executive Session resumed the regular agenda at 9:59 am.

- **B. Election of Officers**

Chairman Eddie Karam made a **motion** to nominate Vice Chairperson Robbye Meyer to serve as Chairperson.

Commissioner John Hernandez seconded the motion, which **passed** unanimously.

Commissioner Wilmer Roberts made a **motion** to nominate Commissioner John Hernandez to serve as Vice Chairman.

Commissioner Ann Denton seconded the motion, which **passed** unanimously.

- **C. Committee Assignments**

Newly elected Chair Robbye Meyer made the following appointments: Real Estate Committee - Ann Denton and Eddie Karam; Governance, Finance and Administration Committee - Wilmer Roberts and John Hernandez.

- **CEO/EXECUTIVE DIRECTOR'S REPORT**

Mr. Howard highlighted some of the significant the accomplishments of HATC for 2020, to include MTW designation and funding for Eastern Oaks rehabilitation. Patrick suggested that the Board schedule a strategic planning meeting soon to take a deeper dive into 2021 agency goals and strategies.

- **NEW / UNFINISHED BUSINESS**

- **A. Discussion and consideration regarding Board of Commissioners issues and concerns.**

Commissioner Denton inquired about the reestablishment of a tenant commissioner position on the Board.

Mr. Howard stated that he had been in discussions with Travis County staff on how to best address the issue. In 2016, HATC received a waiver from HUD related to its Continuum of Care Program since there was no tenant commissioner/formerly homeless individual on the Board, as required. Despite the fact the requirement has been satisfied via the appointment of the homeless advisor, staff and Board members agree that having a tenant commissioner will add value. The Board asked that this item be placed on February agenda for the discussion.

- **EXECUTIVE SESSION**

There was no Executive Session discussion.

- **ADJOURNMENT**

Commissioner Denton made a **motion** to adjourn the Board meeting. Chair Robbye Meyer seconded the motion, which **passed** unanimously.

The Board meeting adjourned at 10:15 am.

Respectfully submitted,



Patrick Howard, CEO/Executive Director