

Yolo County Housing
Yolo County, California

January 23, 2012

MINUTES

Yolo County Housing met on the 23rd day of January in regular session in its Chambers in the Erwin Meier Administration Center, 625 Court Street, Woodland, California at 2:00 p.m. Present were Commissioners Saylor, Rexroad, Provenza, Chamberlain, Toney and Garnes. Absent was Commissioner McGowan. Chair Provenza presided. Lisa A. Baker, Executive Director and Daniel Cederborg, Agency Counsel, were present.

Agenda Item No. 1.01
Pledge of Allegiance

This meeting of the Board of Commissioners commenced with the Pledge of Allegiance.

Agenda Item No. 1.02
Approval of the Agenda

Minute Order No. 12-01: Approved the agenda for this meeting as submitted.

MOTION: Rexroad. SECOND: Chamberlain. AYES: Chamberlain, Rexroad, Provenza, Toney. ABSENT: McGowan, Saylor, Garnes.

Agenda Item No. 1.03
Public Comment

The Chair invited individuals of the public to make statements on matters relating to Yolo County Housing business. Charlotte Dorsey and Jim Brewer addressed the Board of Commissioners during public comment.

Commissioners Saylor and Garnes arrived at 2:09 p.m.

The Housing Commissioners recessed into Closed Session at 2:10 p.m. on the following matter:

Public Employment: Employee Appointment or Evaluation
Position title: Executive Director

The Housing Commissioners reconvened at 2:19 p.m. All members except for Commissioner McGowan were present. Chair Provenza presided.

Agenda Item No. 3.01
Consent Agenda

Minute Order No. 12-02: Acted on the Consent Agenda as follows:

- 3.01 Approved minutes from the meeting of December 8, 2011.
- 3.02 Received and filed correspondence from the U.S. Department of Housing and Urban Development (HUD) regarding Public Law 112-55 for fiscal year 2012, Section 234 of Title II of Division C of the Act pertaining to salary of the Chief Executive Officer.
- 3.03 Received and filed correspondence from Pacific Southwest Regional Council of the National Association of Housing and Redevelopment Officials.
- 3.04 Approved and authorized the Chair to sign **Resolution No. 12-01** recognizing Bernita Toney for her service to the Yolo County Housing Board of Commissioners.
- 3.05 Approved and authorized the Chair to sign **Resolution No. 12-02** recognizing Marlene Garnes for her service to the Yolo County Housing Board of Commissioners.

MOTION: Chamberlain. SECOND: Rexroad. AYES: Chamberlain, Saylor, Rexroad, Provenza, Toney, Garnes. ABSENT: McGowan.

Agenda Item No. 4.01
Presentations

- 4.01 Mariann Krager presented Certificate of Appreciation to Melissa Miller for her services as Volunteer Liaison at Cottonwood Meadows
- 4.02 Bill Martin, Yolo County Office of Emergency Services Director, presented Certificate of Completion of the California Emergency Management Agency Homeland Security Exercise and Evaluation Program Course to Ms. Janis R. Holt and Ms. Lisa A. Baker
- 4.03 Executive Director Lisa Baker introduced New Employee: Mr. James Muller, first recipient of the Haig Shamsioan Internship. Mr. Muller serves as Special Assistant to the Executive Director
- 4.04 Chair Provenza presented a Resolution to Ms. Bernita Toney in recognition for her years of service to YCH.
- 4.05 Chair Provenza presented a Resolution to Ms. Marlene Garnes in recognition for her years of service to YCH.

Agenda Item No. 5.01
Swearing in of New Commissioners

Current board members provided background of the Housing Authority and the transition to the new board representation and the importance of the cities to serve on this board. They also commended Executive Lisa Baker for the way she turned the agency around during a difficult period.

New members Cecilia Aguiar-Curry, City of Winters, Rochelle Swanson, City of Davis, (Alternate), Helen Thomson, Member at Large, Evonne Chaney, Tenant Commissioner and Rita Eisenstat, Tenant Commissioner (+62) were sworn in by Kristine Mann of the Elections Department.

Agenda Item No. 6.01
Next meeting

Minute Order No. 12-03: Approved Thursday, February 23, 2012 for the next meeting.

MOTION: Eisenstat. SECOND: Aguiar-Curry. AYES: Aguiar-Curry, Swanson, Thomson, Chaney, Eisenstat. ABSENT: Woodland representative, West Sacramento representative, at large representative.

Agenda Item No. 6.02
Changeover in Governance Status

Executive Director Lisa Baker provided an oral status report on the Change in Governance, indicating they are still working on getting representatives from the City of Woodland, City of West Sacramento and the County at-large.

Agenda Item No. 6.03
Updates on Playgrounds, ADA
Improvements, Davis Water Well

Fred Ichertz provided an oral update report on playgrounds, ADA Improvements and the Davis Water Well.

Agenda Item No. 6.04
Voucher Utilization, Budget and Redevelopment

Executive Director Lisa Baker provided an oral report update about the voucher utilization, budget and redevelopment, noting that a mid-year budget will be brought to the Board at the February 23, 2012 meeting.

Agenda Item No. 6.05
Executive Director Comments

Executive Director Lisa Baker presented remarks on Agency accomplishments as follows:

ACCOMPLISHMENTS - January 2012

Operations

- Agricultural Housing - All centers are in the process of turning units around for the new 2012 season, including ensuring that all electrical, plumbing, heating and ventilation systems are working correctly and are in top shape to receive our residents.
 - **Madison Migrant Center** - Staff made improvements to the laundromat (texture, repaint, floor repair, and inside lighting lamps replacement). Staff is also scheduled to improve Center office floors and will texture and repaint the interior walls.
 - **Dixon Migrant Center** - Staff replaced water damaged sections in the ceiling at the community center, textured and repainted. Staff also removed all mattresses from storage containers and disposed of old paint properly.
 - **Davis Solar** - All Davis Solar units are occupied.
 - Staff attended the OMS contractor's meeting where we were informed that the budget will remain the same as last year for our program, no budget cuts are anticipated at this time.
- Real Estate Services - The **PIC score for the month of December, 2011 was 98.8%**. The occupancy score for **Woodland was 99%**; **West Sacramento was 100%**; and **Winters was 97%**. The quarterly resident meetings are complete.
 - A training for residents at **Cottonwood** on how to use the **new wireless hot spot** will take place on January 30.
 - Cottonwood is currently leasing up and we expect be almost completely leased up by March.
 - **Pacifico** - Completed Pre-Inspections to prepare for City of Davis Site Monitoring visit. 1/17/12. Current Marketing is working; have been receiving several responses for potential move-ins. Set up meeting for Safeside to test the fire alarm systems.

Facilities

- Davis Water Well
 - Air board reviewed final installation and operation of new generator. **Operating permit has been issued** and should be received shortly.
 - Agricultural staff received generator operation training from the manufacture on January 18th.
 - **Project is 99% complete**, waiting on final sign off from county of Yolo Building Department.
 - New well and backup generator will be put on line once the air board permit and building department final has been received.

- City of Woodland CDBG and Capital Fund 2009 **Playgrounds and ADA Improvements**
 - Project is **99% complete**.
 - Both playgrounds have been installed and have passed the testing requirements for fall zones areas for safety.
 - **ADA improvements are completed** and awaiting sign off by city of Woodland on ADA signage at handicap parking areas.
 - Area fencing around playgrounds will be removed this week. Staff is planning a **ribbon-cutting** for the playgrounds and newly renovated computer learning center in **February**.

- ARRA Capital Fund Grant Reporting
 - Fourth quarter reporting for year end 2011 has been submitted to HUD first of this month.
 - HUD just approved budget revisions to the grant and once those revisions have been entered in LOCC's, ARRA will be closed out. **All funds have been expended**
 - **Improvements included: new energy efficient windows at 10 of our 12 housing developments (1,780 new windows and 140 new sliding glass doors for a total of 1,920), installation of 20 high efficient HVAC units. 194 Energy Star water heaters and 256 Energy Star refrigerators.**

Administration

Resource Administration and Client Services

Services

- YCH partnered on several **holiday service projects** as follows:
 - Women Ecumenical Ministries (WEM) for the distribution of holiday gift baskets in Woodland, Yolo, and Knights Landing.
 - Holiday Basket Project in West Sacramento which distributes gift baskets to 100% of the senior residents and gift baskets and toys to Las Casitas families who sign up.
 - CHIPS for KIDS toy project for all families throughout Yolo County who signed up.
 - RISE holiday gift baskets and toys for Esparto residents.

- The YCH “Welcome Home – **Housing Makes A Difference**” **poster contest winners**

will be announced during the YCH Quarterly Resident Meetings on January 19th in West Sacramento, January 25th in Woodland, and January 26th in Winters. Thanks to receiving generous donations, the winners will take home prizes of Wii's, iPods, iPod Shuffles, and Target Gift Certificates. The winners will be featured throughout the YCH 2012 Annual Report and Calendar.

No YCH funds were used for the prizes. Donations were received from Lowe's in the amount of \$200, YCH Executive Director Lisa Baker in the amount of \$800 and Resource Administrator Janis Holt in the amount of \$50.

- **Bryte & Broderick Community Action Network (BBCAN) and West Sacramento Historical Society** have moved into their new office located at Riverbend Manor, 664 Cummins in West Sacramento. In conjunction with the Elderly Nutrition Program (ENP) and Yolo County Housing, an Open House was held on Wednesday January 18th from 11:30 to 1:00pm. The Open House included lunch provided by ENP, desserts provided by the partners, and entertainment provided by Galina and Iryna on piano and violin with over 30 people in attendance.
- Staff provided two **Family Self-Sufficiency (FSS) Orientations** during November which resulted in two new FSS program enrollments.
- Client Services staff participated in the following events and training:
 - Staff attended the “**Cash for College**” **workshop training at Woodland Community College** on January 18th.
 - Staff attended the **Family Self-Sufficiency Bay Area Coordinators group** meeting this month.
 - Staff continues to work in coordination with representatives from the **EITC/VITA program** including distribution of information to residents and coordinating referrals.

Resource Administration

- **YCH staff collected 459 pounds of food which was donated to the Food Bank of Yolo County** on December 21st. The competition was fierce this year with the Agricultural Housing Division winning again with a total of 161 pounds. This year is the single highest total that YCH staff have donated. Congratulations to all the YCH staff!
- The “Yolo Yakkers” **Toastmasters Club has moved to Yolo County Housing**. The meetings will be held on the first and third Tuesday of the month from 5:30pm – 6:30pm in the YCH Conference Room.

- Staff held their quarterly staff meeting on Wednesday, December 14th. YCH welcomed guests Noemi Castro with UC Davis TANA, Gary Engle, Yolo County Human Resources, and Danielle Foster, City of Davis who shared part of the afternoon with us.
- Lisa Baker and Janis Holt completed the certification course Homeland Security Exercise and Evaluation Program (HSEEP) through Cal-EMA in January.
- YCH is **currently recruiting to establish hiring lists in the positions of Housing Specialist I/II, Senior Migrant Center Coordinator, Migrant Center Coordinator, and Part-Time Office Assistant I.** There are currently openings in these positions within the organization that will be filled over the next 30-60 days.

IT/IS

- PC roll-out is going well, with 3 of 14 installed using the new Google business suite of word processing, spreadsheet and presentation software along with cloud data storage.
- Installation of occupancy load devices to control peripheral energy use is two-thirds complete.
- **All 4 computer learning centers are complete with 29 new computers, all new furniture, occupancy load sensors and the rehabilitation and painting of the Woodland Computer Learning Center.**

Finance

- Completed the HUD required review and update of all Voucher Management System (VMS) data for 2011.

Agenda Item No. 6.06

Board of Commissioners Comments

Commissioner Thomson inquired about an orientation for new members to which Executive Director Lisa Baker responded that it is forthcoming.

Adjourned this meeting at 3:14 p.m.



 Jim Provenza, Chair
 Yolo County Housing



 Julie Dachtler, Clerk of the Board

YOLO COUNTY HOUSING

AGENDA

REGULAR MEETING

JANUARY 23, 2012

YOLO COUNTY HOUSING

MICHAEL H. MCGOWAN, DISTRICT 1
DON SAYLOR, DISTRICT 2
MATT REXROAD, DISTRICT 3
JIM PROVENZA, DISTRICT 4
DUANE CHAMBERLAIN, DISTRICT 5
MARLENE GARNES, TENANT COMMISSIONER
BERNITA TONEY, TENANT COMMISSIONER

BOARD OF SUPERVISORS CHAMBERS

625 COURT STREET, ROOM 206
WOODLAND, CALIFORNIA 95695

LISA A. BAKER
EXECUTIVE DIRECTOR

SONIA CORTES
AGENCY COUNSEL

Reminder: Please turn off cell phones.**2:00 P.M. CALL TO ORDER (ITEMS 1.01 - 1.03)**

- | | |
|------|--|
| 1.01 | Pledge of Allegiance |
| 1.02 | Consider approval of agenda |
| 1.03 | <u>Public Comment</u> : Opportunity for members of the public to address the Housing Authority on subjects not otherwise on the agenda relating to Housing Authority business. The Board reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker. |

CLOSED SESSION (ITEM 2.01)

- | | |
|------|---|
| 2.01 | <u>Public Employment: Employee Appointment or Evaluation</u>
Position Title: Executive Director

Public Report of action taken in closed session |
|------|---|

CONSENT AGENDA (ITEMS 3.01 – 3.05)

- | | |
|------|---|
| 3.01 | Approval of Minutes from the meeting of December 8, 2011 (Baker) |
| 3.02 | Receive and File Correspondence from the U.S. Dept. of Housing and Urban Development (HUD) Regarding Public Law 112-55 for fiscal year 2012, Section 234 of Title II of Division C of the Act pertaining to salary of the Chief Executive Officer (Baker) |
| 3.03 | Receive and File Correspondence from the Pacific Southwest Regional Council of the National Association of Housing and Redevelopment Officials thanking Ms. Baker for her presentation on coping with deep cuts in the Housing Choice Voucher program (Baker) |
| 3.04 | Review, Approve and Adopt Resolution Authorizing Recognizing the Service of Ms. Bernita Toney to the Board of Commissioners of Yolo County Housing (Holt) |
| 3.05 | Review, Approve and Adopt Resolution Authorizing Recognizing the Service of Ms. Marlene Garnes to the Board of Commissioners of Yolo County Housing (Holt) |

PRESENTATIONS (ITEMS 4.01 – 4.05)

- | | |
|------|---|
| 4.01 | Presentation of Certificate of Appreciation to Melissa Miller for her services as Volunteer Liaison at Cottonwood Meadows |
| 4.02 | Presentation of Certificate of Completion of the California Emergency Management Agency Homeland Security Exercise and Evaluation Program Course to Ms. Janis R. Holt and Ms. Lisa A. Baker |
| 4.03 | Presentation of New Employee: Mr. James Muller, first recipient of the Haig Shamsioan Internship. Mr. Muller serves as Special Assistant to the Executive Director |
| 4.04 | Presentation of Resolution to Ms. Bernita Toney for her years of service to YCH |
| 4.05 | Presentation of Resolution to Ms. Marlene Garnes for her years of service to YCH |

ANNOUNCEMENT (ITEM 5.01)5.01 Swearing in of New Commissioners**REGULAR AGENDA (6.01 – 6.06)**

- 6.01 Review and Approve Schedule for Next Meeting (Baker)
- 6.02 Receive Oral Status Report on Change in Governance (Baker)
- 6.03 Receive Oral Report Update on Playgrounds, ADA Improvements, Davis Water Well (Ichtertz)
- 6.04 Receive Oral Report on Voucher utilization, budget and Redevelopment (Baker)
- 6.05 Receive Comments from the Executive Director (Baker)
- 6.06 Receive Comments from the Commissioners (YCH Board members)

ADJOURNMENT

Next meeting is TBD

I declare under penalty of perjury that the foregoing agenda was posted January 24, 2012 by 5:00 p.m. at the following places:

1. On the bulletin board at the east entrance of the Erwin Meier Administration Center, 625 Court Street, Woodland, California; and
2. On the bulletin board on the kiosk outside the Board of Supervisors Chambers, Room 206, in the Erwin Meier Administration Center, 625 Court Street, Woodland, California.
3. On the bulletin board of Yolo County Housing, 147 West Main Street, Woodland, California.

I declare under penalty of perjury that the foregoing agenda will be posted no later than January 25, 2012 by 2:00 p.m. as follows:

4. On the Yolo County website: www.yolocounty.org.

Julie Dachtler, Clerk of the Board

By: _____
Clerk

NOTICE

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Clerk of the Board for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should telephone or otherwise contact the Clerk of the Board as soon as possible and at least 24 hours prior to the meeting. The Clerk of the Board may be reached at (530) 666-8195 or at the following address:

Clerk of the Board of Supervisors
County of Yolo
625 Court Street, Room 204 Woodland, CA 95695

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No.12-02, Item No. 3.01, of the Yolo County Housing meeting of January 23, 2012.

MOTION: Chamberlain. SECOND: Rexroad. AYES: Chamberlain, Saylor, Rexroad, Provenza, Toney, Games.
ABSENT: McGowan.

3.01 Approved minutes from the meeting of December 8, 2011.

3.02 Received and filed correspondence from the U.S. Department of Housing and Urban Development (HUD) regarding Public Law 112-55 for fiscal year 2012, Section 234 of Title II of Division C of the Act pertaining to salary of the Chief Executive Officer.

3.03 Received and filed correspondence from Pacific Southwest Regional Council of the National Association of Housing and Redevelopment Officials.

3.04 Approved and authorized the Chair to sign **Resolution No. 12-01** recognizing Bernita Toney for her service to the Yolo County Housing Board of Commissioners.

3.05 Approved and authorized the Chair to sign **Resolution No. 12-02** recognizing Marlene Games for her service to the Yolo County Housing Board of Commissioners.

Yolo County Housing
Yolo County, California

December 8, 2011

MINUTES

Yolo County Housing met on the 8th day of December, 2011 in regular session in its Chambers in the Erwin Meier Administration Center, 625 Court Street, Woodland, California at 2:00 p.m. Present were Commissioners Provenza, Chamberlain, McGowan, Saylor, Toney and Garnes. Absent was Commissioner Rexroad. Chair Provenza presided. Lisa A. Baker, Executive Director and Sonia Cortés, Agency Counsel, were present.

Agenda Item No. 1.01
Pledge of Allegiance

This meeting of the Board of Commissioners commenced with the Pledge of Allegiance.

Agenda Item No. 1.02
Approval of the Agenda

Minute Order No. 11-38: Approved the agenda for this meeting as submitted.

MOTION: McGowan. SECOND: Chamberlain. AYES: Provenza, Chamberlain, McGowan, Saylor, Toney. ABSENT: Rexroad, Garnes.

Agenda Item No. 1.03
Public Comment

The Chair invited individuals of the public to make statements on matters relating to Yolo County Housing business. There was no public comment.

Agenda Item No. 2.01
Presentations

2.01 Resource Administrator Janis Holt presented the Uniform Physical Conditions Standards (UPCS) Fundamentals Certifications to: Jorge Almeida, Jaime Choi, Robert LiVecchi, Randy Perry, Yuriy Sheyko and Brenda Lomeli.

2.02 Resource Administrator Janis Holt presented Certificate of Appreciation to Mickey Fausett for donation of a piano to the Riverbend Manor Community Room.

Commissioner Garnes arrived at the dais at 2:13 p.m.

Agenda Item No. 3.01
Consent Agenda

Minute Order No. 11-39: Acted on the Consent Agenda as follows:

3.01 Approved minutes from the meeting of October 13, 2011.

3.02 Moved to Regular.

3.03 Took the following actions:

- A. Approved and authorized the Chair to sign **Resolution No. 11-09** authorizing approval of Standard Agreement No. 11-OMS-955 (RD) for the Madison Migrant Center located in the Township of Madison, Yolo County;
- B. Authorized the Executive Director to execute the agreement.

3.04 Took the following actions:

- A. Approved and authorized the Chair to sign **Resolution No. 11-10** authorizing approval of Standard Agreement No. 11-OMS-954 (RD) for the Davis Migrant Center located in Yolo County;
- B. Authorized the Executive Director to execute the agreement.

3.05 Received and filed correspondence from the U.S. Department of Housing and Urban Development (HUD) confirming YCH as a Housing Choice Voucher High Performer for 2011.

MOTION: Saylor. SECOND: Chamberlain. AYES: Provenza, Chamberlain, McGowan, Saylor, Toney, Garnes. ABSENT: Rexroad.

Agenda Item No. 3.02
Financial Report

Minute Order No. 11-40: Received and filed financial report for the quarter ending September 30, 2011.

MOTION: McGowan. SECOND: Garnes. AYES: Provenza, Chamberlain, McGowan, Saylor, Toney, Garnes. ABSENT: Rexroad.

Agenda Item No. 4.01
Payment Standards

Minute Order No. 11-41: Took the following actions:

- A. Approved and authorized the Chair to sign **Resolution No. 11-11** amending the Payment Standard for the Housing Choice Voucher Program.
- B. Authorized the Executive Director to implement new Payment Standards effective January 1, 2012.

MOTION: McGowan. SECOND: Garnes. AYES: Provenza, Chamberlain, McGowan, Saylor, Toney, Garnes. ABSENT: Rexroad.

Agenda Item No. 4.02
Crosswoods Apartments

Minute Order No. 11-42: Took the following actions:

- A. Approved and authorized the Chair to sign **Resolution No. 11-12** authorizing (1) the formation of a limited partnership whose managing partner will be New Hope Community Development Corporation and whose initial limited partner will be the Housing Authority, (2) Acquisition and rehabilitation of Crosswoods Apartments by the partnership and (3) financing of acquisition and rehabilitation of Crosswoods Apartments;
- B. Authorized the collateralization of the single family lot located as 1212 "L" Street, if necessary;
- C. Authorized the Executive Director to negotiate and execute any and all necessary documents and to furnish all materials necessary to accomplish the activities of the resolution.

MOTION: Toney. SECOND: Chamberlain. AYES: Provenza, Chamberlain, McGowan, Saylor, Toney, Garnes. ABSENT: Rexroad.

Agenda Item No. 4.03
Updates on Playgrounds, ADA
Improvements, Davis Water Well

Fred Ichertz provided an oral update report on playgrounds, ADA Improvements and the Davis Water Well.

Agenda Item No. 4.04
Changeover in Governance Status

Executive Director Lisa Baker provided an oral report update on the status of changeover in governance, indicating they were planning on doing the appointments of the new members at the January 10, 2012 Board of Supervisors meeting.

Agenda Item No. 4.05
Next meeting

Commissioners approved the next meeting date for Monday, January 23, 2012 at 2:00 p.m..

Agenda Item No. 4.06
Executive Director Comments

Executive Director Lisa Baker presented remarks on Agency accomplishments.

Agenda Item No. 5.04
Board of Commissioners Comments

Commissioner Chamberlain requested more information as to the water and sewer systems at the Madison Migrant Center, and Commissioner Saylor followed up by requesting staff to provide on a future agenda the costs of water and sewer at the Madison Migrant Center.

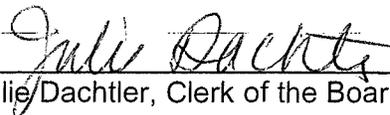
Adjournment

The Housing Commissioners recessed to Closed Session at 2:52 p.m. on the following matter:

Conference with Legal Counsel - Anticipated Litigation
Significant exposure to litigation pursuant to Government Code
Section 54956.9(b) 1 case(s)



Jim Provenza, Chair
Yolo County Housing



Julie Dachtler, Clerk of the Board

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No.12-02, Item No. 3.02, of the Yolo County Housing meeting of January 23, 2012.

MOTION: Chamberlain. SECOND: Rexroad. AYES: Chamberlain, Saylor, Rexroad, Provenza, Toney, Garnes.
ABSENT: McGowan.

3.01 Approved minutes from the meeting of December 8, 2011.

3.02 Received and filed correspondence from the U.S. Department of Housing and Urban Development (HUD) regarding Public Law 112-55 for fiscal year 2012, Section 234 of Title II of Division C of the Act pertaining to salary of the Chief Executive Officer.

3.03 Received and filed correspondence from Pacific Southwest Regional Council of the National Association of Housing and Redevelopment Officials.

3.04 Approved and authorized the Chair to sign **Resolution No. 12-01** recognizing Bernita Toney for her service to the Yolo County Housing Board of Commissioners.

3.05 Approved and authorized the Chair to sign **Resolution No. 12-02** recognizing Marlene Garnes for her service to the Yolo County Housing Board of Commissioners.



Yolo County Housing

Lisa A. Baker, Executive Director

147 W. Main Street
WOODLAND, CA 95695

Woodland: (530) 662-5428
Sacramento: (916) 444-8982
TTY: (800) 545-1833, ext. 626

BOARD OF COMMISSIONERS

Duane Chamberlain
Marlene Garnes
Michael H. McGowan
Jim Provenza
Matt Rexroad
Don Saylor
Bernita Toney

DATE: January 23, 2012
TO: YCH Board of Commissioners
FROM: Lisa A. Baker, Executive Director
SUBJECT: **Receive And File Correspondence From The U.S. Department Of Housing And Urban Development (HUD) Regarding Public Law 112-55 for Fiscal Year 2012, Section 234 of Title II of Division C of the Act Pertaining to Salary of the Chief Executive Officer**

RECOMMENDED ACTIONS:

That the Board of Commissioners:

1. Receive and file the correspondence

BACKGROUND / DISCUSSION

The YCH has received correspondence from HUD regarding the Consolidated and Further Continuing Appropriations Act of 2012, Public Law 112-55, which provides appropriations to HUD for fiscal year 2012. Section 234 of Title II of Division C of the Act provides that, "none of the funds made available by this Act for purposes authorized under Section 8 and Section 9 of the United States Housing Act of 1937 (42 USC 1437 et. Seq.) may be used by any public housing agency for any amount of salary, for the chief executive officer...that exceeds the basic pay payable for a position at level IV of the Executive Schedule at any time during any public housing agency fiscal year 2012."

That rate is currently \$155,500 per year. The salary for the executive director at YCH is currently set at \$146,785. YCH is in compliance with this requirement. In addition, administrative salaries are not paid directly out of Section 8 Vouchers or Section 9 Public Housing funds. They are paid from general funds based on management fees from all programs, including Vouchers and Public Housing. At this time, HUD has not issued guidance determining whether such de-federalized fees would be considered as federalized for purposes of this Section.

FISCAL IMPACT

None

CONCLUSION

Receive and file the correspondence

Attachment: Letter from HUD

Working together to provide quality affordable housing and community development services for all



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

DEC 13 2011

Dear Board Chair:

As you know, Congress passed and the President signed into law on November 18 the Consolidated and Further Continuing Appropriations Act 2012, Public Law 112-55, which provides appropriations for the Department of Housing and Urban Development (HUD) for all of fiscal year 2012. I am writing to bring to your attention a provision in the Act that relates to the use of HUD funds to pay salaries of public housing agency employees.

In particular, section 234 of title II of Division C of the Act provides as follows:

None of the funds made available by this Act for purposes authorized under section 8 (only with respect to the tenant-based rental assistance program) and section 9 of the United States Housing Act of 1937 (42 U.S.C. 1437 et seq.) may be used by any public housing agency for any amount of salary, for the chief executive officer of which, or any other official or employee of which, that exceeds the annual rate of basic pay payable for a position at level IV of the Executive Schedule at any time during any public housing agency fiscal year 2012. (b) Subsection (a) shall take effect 120 days after the date of enactment of this Act.

As section 234(b) states, the restriction will take effect 120 days after the enactment of the Act, which will be on March 17, 2012, and HUD will be providing more specific guidance on the provision in the coming weeks. We also understand that many public housing agencies will not be affected by this provision. Nevertheless, we wanted to be sure that you are aware of the restriction and, to the extent appropriate, are making plans to ensure that the use of federal funds by your agency will be in full compliance with the Act.

We at HUD appreciate the important work done by public housing agencies across our nation, and wish you and your employees and residents the best for the holiday season and the New Year.

Sincerely,

Donald J. La Voy
Deputy Assistant Secretary
Office of Field Operations

Cc: Appointing Official
PHA Executive Director

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No.12-02, Item No. 3.03, of the Yolo County Housing meeting of January 23, 2012.

MOTION: Chamberlain. SECOND: Rexroad. AYES: Chamberlain, Saylor, Rexroad, Provenza, Toney, Garnes.
ABSENT: McGowan.

3.01 Approved minutes from the meeting of December 8, 2011.

3.02 Received and filed correspondence from the U.S. Department of Housing and Urban Development (HUD) regarding Public Law 112-55 for fiscal year 2012, Section 234 of Title II of Division C of the Act pertaining to salary of the Chief Executive Officer.

3.03 Received and filed correspondence from Pacific Southwest Regional Council of the National Association of Housing and Redevelopment Officials.

3.04 Approved and authorized the Chair to sign **Resolution No. 12-01** recognizing Bernita Toney for her service to the Yolo County Housing Board of Commissioners.

3.05 Approved and authorized the Chair to sign **Resolution No. 12-02** recognizing Marlene Garnes for her service to the Yolo County Housing Board of Commissioners.



Yolo County Housing

Lisa A. Baker, Executive Director

147 W. Main Street
WOODLAND, CA 95695

Woodland: (530) 662-5428
Sacramento: (916) 444-8982
TTY: (800) 545-1833, ext. 626

BOARD OF COMMISSIONERS

Duane Chamberlain
Marlene Garnes
Michael H. McGowan
Jim Provenza
Matt Rexroad
Don Saylor
Bernita Toney

DATE: January 23, 2012
TO: YCH Board of Commissioners
FROM: Lisa A. Baker, Executive Director
SUBJECT: **Receive and File Correspondence** from Pacific Southwest Regional Council of the National Association of Housing and Redevelopment Officials

RECOMMENDED ACTIONS:

That the Board of Commissioners:

1. Receive and file the correspondence

BACKGROUND / DISCUSSION

The YCH has received correspondence from the Pacific Southwest Regional Council of NAHRO thanking Director Baker for making a presentation on coping with major fee reductions in the Housing Choice Voucher program. The Regional Council states that the presentation was "insightful and informative." In addition, they note that the session was consistently rated as "Excellent" by participant evaluation and cite Yolo County Housing as "a model to follow for cost cutting, efficiency and customer service."

FISCAL IMPACT

None

CONCLUSION

Receive and file the correspondence

Attachment: Letter from Pacific Southwest Regional Council of NAHRO



PACIFIC SOUTHWEST
REGIONAL COUNCIL
NATIONAL ASSOCIATION OF HOUSING
& REDEVELOPMENT OFFICIALS
Lori Boies, Regional Services Director
P.O. Box 25 • Upland, CA 91785-0025
909-985-3595 • fax 909-946-2336
PSWRCDirector@aol.com
www.pswrc-nahro.org

November 30, 2011

Lisa Baker, Executive Director
Yolo County Housing
147 W. Main St.
Woodland, CA 95695

Lisa,

On behalf of the Pacific Southwest Regional Council of NAHRO, thank you for taking time out of your busy schedule to present at the Sunday afternoon session on coping with huge cuts in the Housing Choice Voucher Program at NAHRO's Fall Workshop on November 6th, 2011. Your presentation was insightful and informative. Please note the session was consistently rated as "Excellent" by the participants' evaluations. Your agency is a model to follow for cost cutting, efficiency and customer service.

I really appreciate your commitment to attending and presenting at our conference.

Thank you again for speaking at the session!

Sincerely,

Bob Havlicek
Director of Finance and Operations, Housing Authority of the County of Santa Barbara
815 W Ocean Ave
Lompoc, CA 93436

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No.12-02, Item No. 3.04, of the Yolo County Housing meeting of January 23, 2012.

MOTION: Chamberlain. SECOND: Rexroad. AYES: Chamberlain, Saylor, Rexroad, Provenza, Toney, Games.
ABSENT: McGowan.

3.01 Approved minutes from the meeting of December 8, 2011.

3.02 Received and filed correspondence from the U.S. Department of Housing and Urban Development (HUD) regarding Public Law 112-55 for fiscal year 2012, Section 234 of Title II of Division C of the Act pertaining to salary of the Chief Executive Officer.

3.03 Received and filed correspondence from Pacific Southwest Regional Council of the National Association of Housing and Redevelopment Officials.

3.04 Approved and authorized the Chair to sign **Resolution No. 12-01** recognizing Bernita Toney for her service to the Yolo County Housing Board of Commissioners.

3.05 Approved and authorized the Chair to sign **Resolution No. 12-02** recognizing Marlene Games for her service to the Yolo County Housing Board of Commissioners.



Yolo County Housing

Lisa A. Baker, Executive Director

147 W. Main Street
WOODLAND, CA 95695

Woodland: (530) 662-5428
Sacramento: (916) 444-8982
TTY: (800) 545-1833, ext. 626

BOARD OF COMMISSIONERS

Duane Chamberlain
Marlene C. Games
Michael H. McGowan
Jim Provenza
Matt Rexroad.
Don Saylor
Bernita Toney

DATE: January 23, 2012

TO: YCH Board of Commissioners

FROM: Janis R. Holt, Resource Administrator 

SUBJECT: **REVIEW, APPROVE AND ADOPT RESOLUTION AUTHORIZING RECOGNIZING THE SERVICE OF MS. BERNITA TONEY TO THE BOARD OF COMMISSIONERS OF YOLO COUNTY HOUSING**

RECOMMENDED ACTION

That the Board of Commissioners adopts the Resolution recognizing Bernita Toney for her service to the YCH Board of Commissioners.

BACKGROUND/DISCUSSION

YCH recognizes that in order to fulfill our mission, we require the service, guidance, and support of our Board of Commissioners. We would like to take this opportunity to recognize Bernita Toney, for her contributions to the agency serving as a Tenant Commissioner from 2008 to 2011.

Ms. Toney was diligent in her duties as Commissioner and also served her community in a variety of ways through her volunteerism including service to the youth, elderly, and disabled. YCH appreciates her outstanding public service and wishes her continued success in her future endeavors.

FISCAL IMPACT

None.

CONCLUSION

Staff recommends that the Board of Commissioners approve the proposed Resolution.

**YOLO COUNTY HOUSING
RESOLUTION NO. 12-01**

WHEREAS, Bernita Toney, was appointed as Tenant Commissioner to the Board of Commissioners of Yolo County Housing; and

WHEREAS, Commissioner Toney continues to be an active volunteer and advocate in her community; and

WHEREAS, Commissioner Toney has served as the Education and Youth Committee Chair for Blacks for Effective Action in Davis since 2002; and

WHEREAS, Commissioner Toney has volunteered as a parent advisor for Davis High School, co-organized a multicultural dinner show, designed and showcased the Black History Month display at the City of Davis, and open-heartedly volunteered to help community members, students and seniors throughout Yolo County; and

WHEREAS, Commissioner Toney while excelling at her academic and community work also excels as a parent to her children; and

WHEREAS, Commissioner Toney is a participant in the Family Self-Sufficiency Program pursuing her employment goal of Waste Water Treatment Plant Operator; and

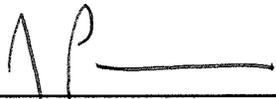
WHEREAS, Commissioner Toney has participated as a member of the Board with a high level of professionalism, providing that connection between the Board, staff, and tenants; and

WHEREAS, Commissioner Toney will be missed but not forgotten;

NOW, THEREFORE, BE IT RESOLVED, that the Yolo County Housing Board of Commissioners extends its sincere appreciation to Commissioner Toney for her outstanding public service and wishes her continued success in her future endeavors.

PASSED AND ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Yolo, State of California, this 23rd day of January 2012 by the following vote:

AYES: Chamberlain, Saylor, Rexroad, Provenza, Toney, Garnes.
NOES: None.
ABSTAIN: None.
ABSENT: McGowan.



Jim Provenza, Chair
Board of Commissioners of the
Housing Authority of the County of Yolo

Approved as to Form:

By Sonia Cortes
Sonia Cortes, Agency Counsel

Attest:

Julie Dachtler, Agency Clerk
Board of Commissioners of the
Housing Authority of the County of Yolo

By Julie Dachtler



Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No.12-02, Item No. 3.05, of the Yolo County Housing meeting of January 23, 2012.

MOTION: Chamberlain. SECOND: Rexroad. AYES: Chamberlain, Saylor, Rexroad, Provenza, Toney, Games.
ABSENT: McGowan.

3.01 *Approved minutes from the meeting of December 8, 2011.

3.02 Received and filed correspondence from the U.S. Department of Housing and Urban Development (HUD) regarding Public Law 112-55 for fiscal year 2012, Section 234 of Title II of Division C of the Act pertaining to salary of the Chief Executive Officer.

3.03 Received and filed correspondence from Pacific Southwest Regional Council of the National Association of Housing and Redevelopment Officials.

3.04 Approved and authorized the Chair to sign **Resolution No. 12-01** recognizing Bernita Toney for her service to the Yolo County Housing Board of Commissioners.

3.05 Approved and authorized the Chair to sign **Resolution No. 12-02** recognizing Marlene Games for her service to the Yolo County Housing Board of Commissioners.



Yolo County Housing

Lisa A. Baker, Executive Director

147 W. Main Street
WOODLAND, CA 95695

Woodland: (530) 662-5428
Sacramento: (916) 444-8982
TTY: (800) 545-1833, ext. 626

BOARD OF COMMISSIONERS

Duane Chamberlain
Marlene C. Games
Michael H. McGowan
Jim Provenza
Matt Rexroad.
Don Saylor
Bernita Toney

DATE: January 23, 2012

TO: YCH Board of Commissioners

FROM: Janis R. Holt, Resource Administrator 

SUBJECT: REVIEW, APPROVE AND ADOPT RESOLUTION AUTHORIZING RECOGNIZING THE SERVICE OF MS. MARLENE GARNES TO THE BOARD OF COMMISSIONERS OF YOLO COUNTY HOUSING

RECOMMENDED ACTION

That the Board of Commissioners adopts the Resolution recognizing Marlene Games for her service to the YCH Board of Commissioners.

BACKGROUND/DISCUSSION

YCH recognizes that in order to fulfill our mission, we require the service, guidance, and support of our Board of Commissioners. We would like to take this opportunity to recognize Marlene Games, for her contributions to the agency serving two terms as a Tenant Commissioner from 2006 to 2011. Ms. Games served YCH through difficult and challenging financial times.

Ms. Games served as a Chief Information Systems Technician to the U.S. Naval Reserve prior to her retirement in 2001 and continues to be an active volunteer in her community. YCH appreciates her outstanding public service and wishes her continued success in her future endeavors.

FISCAL IMPACT

None.

CONCLUSION

Staff recommends that the Board of Commissioners approve the proposed Resolution.

**YOLO COUNTY HOUSING
RESOLUTION NO. 12- 02**

WHEREAS, Marlene Garnes, was appointed as Tenant Commissioner to the Board of Commissioners of Yolo County Housing; and

WHEREAS, Commissioner Garnes served Yolo County Housing through difficult and financially challenging times; and

WHEREAS, Commissioner Garnes accepted the appointment and served as Tenant Commissioner for a second term in 2008; and

WHEREAS, Commissioner Garnes retired from the Armed Forces of the United States of America as a Chief Information Systems Technician for the U.S. Naval Reserve on November 1, 2001; and

WHEREAS, Commissioner Garnes after retirement continues to be an active volunteer in her community and for Yolo County Housing; and

WHEREAS, Commissioner Garnes is a loving and dedicated mother and grandmother; and

WHEREAS, Commissioner Garnes has participated as a member of the Board with a high level of professionalism, providing that connection between the Board, staff, and tenants; and

WHEREAS, Commissioner Garnes will be missed but not forgotten;

NOW, THEREFORE, BE IT RESOLVED, that the Yolo County Housing Board of Commissioners extends its sincere appreciation to Commissioner Garnes for her outstanding public service and wishes her continued success in her future endeavors.

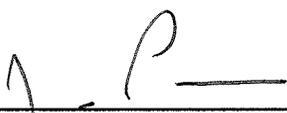
PASSED AND ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Yolo, State of California, this 23rd day of January 2012 by the following vote:

AYES: Chamberlain, Saylor, Rexroad, Provenza, Toney, Garnes.

NOES: None.

ABSTAIN: None.

ABSENT: McGowan.



Jim Provenza, Chair
Board of Commissioners of the
Housing Authority of the County of Yolo

Approved as to Form:

By *Sonia Cortes*
Sonia Cortes, Agency Counsel

Attest:

Julie Dachtler, Agency Clerk
Board of Commissioners of the
Housing Authority of the County of Yolo

By *Julie Dachtler*



Yolo County Housing
Yolo County, California

Meeting Date: January 23, 2012

To: County Counsel ✓
Yolo County Housing ✓

Agenda Item No. 5.01
Swearing in of New Commissioners

Current board members provided background of the Housing Authority and the transition to the new board representation and the importance of the cities to serve on this board. They also commended Executive Lisa Baker for the way she turned the agency around during a difficult period.

New members Cecilia Aguiar-Curry, City of Winters, Rochelle Swanson, City of Davis, (Alternate), Helen Thomson, Member at Large, Evonne Chaney, Tenant Commissioner and Rita Eisenstat, Tenant Commissioner (+62) were sworn in by Kristine Mann of the Elections Department.

STATE OF CALIFORNIA
COUNTY OF YOLO

I, JULIE DACHTLER, Deputy Clerk to the Board of Supervisors of said County of Yolo, hereby certify that at a regular meeting of said Board of Supervisors, held in the Erwin Meier Administration Center, in said County on the 10th day of January, 2012, **Cecilia Aguiar-Curry** was appointed to serve on the **Yolo County Housing Commission** as it appears in the records of said Board of Supervisors now in my custody.

IN WITNESS WHEREOF, I
hereunto affix my hand and the
Seal of said Board of Supervisors
this 28th day of January, 2012.
LUPITA RAMIREZ, Deputy Clerk
of the Board of Supervisors

By: 
Deputy

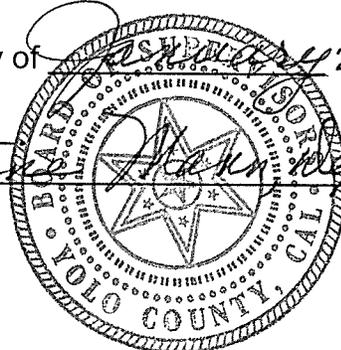
STATE OF CALIFORNIA
COUNTY OF YOLO

I, **Cecilia Aguiar-Curry**, solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.



Subscribed and sworn to before me, this 23rd day of February 2012.





STATE OF CALIFORNIA
COUNTY OF YOLO

I, JULIE DACHTLER, Deputy Clerk to the Board of Supervisors of said County of Yolo, hereby certify that at a regular meeting of said Board of Supervisors, held in the Erwin Meier Administration Center, in said County on the 10th day of January, 2012, **Rochelle Swanson** was appointed to serve on the **Yolo County Housing Commission** as it appears in the records of said Board of Supervisors now in my custody.

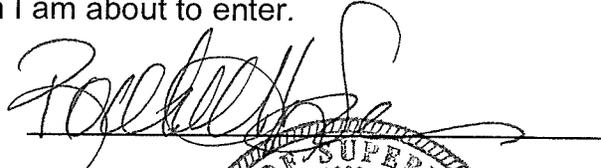
IN WITNESS WHEREOF, I
hereunto affix my hand and the
Seal of said Board of Supervisors
this 23rd day of January, 2012.
LUPITA RAMIREZ, Deputy Clerk
of the Board of Supervisors

By: 
Deputy

STATE OF CALIFORNIA
COUNTY OF YOLO

I, **Rochelle Swanson**, solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Subscribed and sworn to before me, this 23rd day of January, 2012.



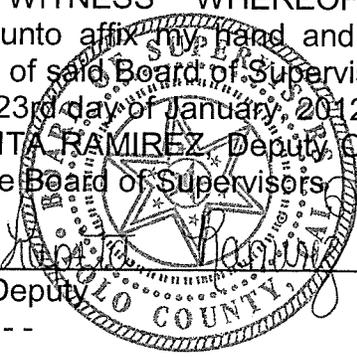

Deputy

STATE OF CALIFORNIA
COUNTY OF YOLO

I, JULIE DACHTLER, Deputy Clerk to the Board of Supervisors of said County of Yolo, hereby certify that at a regular meeting of said Board of Supervisors, held in the Erwin Meier Administration Center, in said County on the 10th day of January, 2012, **Helen Thomson** was appointed to serve on the **Yolo County Housing Commission** as it appears in the records of said Board of Supervisors now in my custody.

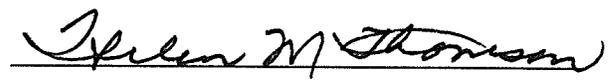
IN WITNESS WHEREOF, I
hereunto affix my hand and the
Seal of said Board of Supervisors
this 23rd day of January, 2012.
LUPITA RAMIREZ, Deputy Clerk
of the Board of Supervisors

By: 
Deputy Clerk



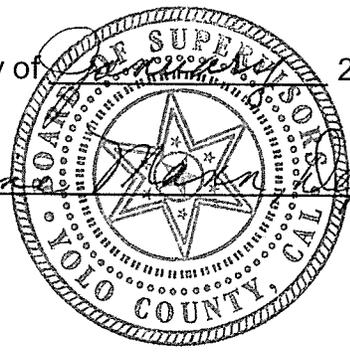
STATE OF CALIFORNIA
COUNTY OF YOLO

I, **Helen Thomson**, solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.



Subscribed and sworn to before me, this 23rd day of January, 2012.

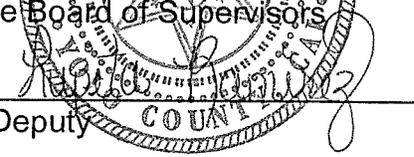

Deputy



STATE OF CALIFORNIA
COUNTY OF YOLO

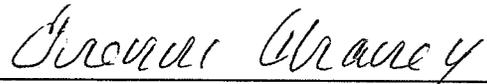
I, JULIE DACHTLER, Deputy Clerk to the Board of Supervisors of said County of Yolo, hereby certify that at a regular meeting of said Board of Supervisors, held in the Erwin Meier Administration Center, in said County on the 10th day of January, 2012, **Evonne Chaney** was appointed to serve on the **Yolo County Housing Commission** as it appears in the records of said Board of Supervisors now in my custody.

IN WITNESS WHEREOF, I
hereunto affix my hand and the
Seal of said Board of Supervisors
this 23rd day of January, 2012.
LUPITA RAMIREZ, Deputy Clerk
of the Board of Supervisors

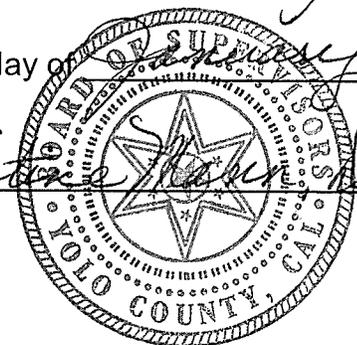
By: 
Deputy

STATE OF CALIFORNIA
COUNTY OF YOLO

I, **Evonne Chaney**, solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.



Subscribed and sworn to before me, this 23rd day of January, 2012.

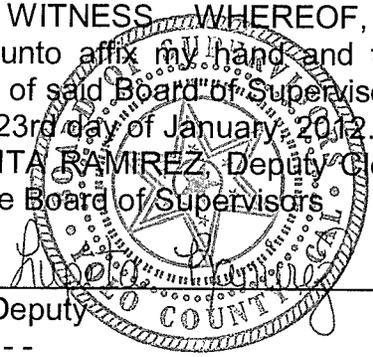
STATE OF CALIFORNIA
COUNTY OF YOLO

I, JULIE DACHTLER, Deputy Clerk to the Board of Supervisors of said County of Yolo, hereby certify that at a regular meeting of said Board of Supervisors, held in the Erwin Meier Administration Center, in said County on the 10th day of January, 2012, **Rita Eisenstat** was appointed to serve on the **Yolo County Housing Commission** as it appears in the records of said Board of Supervisors now in my custody.

IN WITNESS WHEREOF, I
hereunto affix my hand and the
Seal of said Board of Supervisors
this 23rd day of January, 2012.
LUPITA RAMIREZ, Deputy Clerk
of the Board of Supervisors

By: _____

Deputy



STATE OF CALIFORNIA
COUNTY OF YOLO

I, **Rita Eisenstat**, solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Rita Eisenstat

Subscribed and sworn to before me, this 23rd day of January, 2012.

Julie Dachtler, Deputy
Seal of the Board of Supervisors, Yolo County, California. The seal features a central five-pointed star surrounded by a circular border with the text 'BOARD OF SUPERVISORS' and 'YOLO COUNTY, CAL.'

Yolo County Housing
Yolo County, California

Meeting Date: January 23, 2012

To: County Counsel ✓
Yolo County Housing ✓

Agenda Item No. 6.01
February meeting

Minute Order No. 12-03: Approved Thursday, February 23, 2012 for the next meeting.

MOTION: Eisenstat. SECOND: Aguiar-Curry. AYES: Aguiar-Curry, Swanson, Thomson, Chaney, Eisenstat. ABSENT: Woodland representative, West Sacramento representative, at large representative.



Yolo County Housing

Lisa A. Baker, Executive Director

147 W. Main Street
WOODLAND, CA 95695

Woodland: (530) 662-5428
Sacramento: (916) 444-8982
TTY: (800) 545-1833, ext. 626

BOARD OF COMMISSIONERS

Duane Chamberlain
Marlene Garnes
Michael H. McGowan
Jim Provenza
Matt Rexroad
Don Saylor
Bernita Toney

DATE: January 23, 2012
TO: YCH Board of Commissioners
FROM: Lisa A. Baker, Executive Director
SUBJECT: Review and Approve Proposed YCH Meeting Date for February 2012

RECOMMENDED ACTIONS:

Staff recommends that the Board of Commissioners Review and Approve a Proposed Meeting date for the YCH Board of Commissioners Meeting for February 2012.

BACKGROUND / DISCUSSION

The YCH is required to meet at regular times. According to the by-laws of the YCH at "Article III – Meetings," the Authority is required to hold an annual meeting. Currently the YCH is under the governance of an Interim Board of Commissioners. That structure is changing in January 2012. In order to effect an orderly change, be in compliance with the current by-laws and be sensitive to time constraints for incoming board members, staff proposes that the Board of Commissioners set a meeting date for February 2012, with the new full Board of Commissioners to set the subsequent meeting calendar. Staff proposes that the Board select a mutually agreeable date for the meeting. To facilitate this discussion, staff offers the following alternatives:

- Monday, February 13, 2012 between 2:00 and 4:00
- Thursday, February 16, 2012 between 2:00 and 4:00
- Monday, February 20, 2012 between 2:00 and 4:00
- Thursday, February 23, 2012 between 2:00 and 4:00

FISCAL IMPACT

No additional fiscal impact. Meeting at regular times will keep YCH in compliance with the requirements of its funding partners and will allow YCH to conduct business and make required reporting submissions on a timely basis.

CONCLUSION

In accordance with the Authority's by-laws, current practice and the needs of the YCH, staff proposes that the Board of Commissioners select a date for the February 2012 meeting.