



Sarasota Housing Authority
269 South Osprey Avenue
Sarasota, Florida 34236

Board Meeting
May 26, 2021
4:30 P.M.

- I. **CALL TO ORDER:** Chair John Colón called the annual meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:34 pm.
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**

Commissioners Present: Chair John Colón, Vice Chair Jack Meredith, Commissioners Valerie Buchand, Ernestine Taylor, Deborah Sargent and David Morgan (Via Zoom)
Commissioners Not Present: Commissioner G. Duane Finger
SHA Personnel: William Russell and Andrea Keddell
Attendees: Attorney Ric Gilmore, Joe Chambers, City Commissioner Jen Ahearn-Koch, Ernie Dubois and Tarnisha Cliatt
- V. **APPROVAL OF MINUTES**

SHA Board Meeting – April 28, 2021: Chair Colón put the minutes from the April 28, 2021 Board Meeting up for approval. Commissioner Buchand made a motion to approve the minutes with any necessary corrections. Commissioner Sargent seconded the motion.

 - Motion was voted on and passed unanimously (6-0).
- VI. **SPECIAL PRESENTATION**

A. None
- VII. **PUBLIC PRESENTATION**

A. None
- VIII. **RESOLUTIONS – ACCEPTED BY CONSENT**

A. None

 - N/A
- IX. **OLD BUSINESS**

A. Resident Council MOU

 - Commissioner Sargent inquired why this is listed under Old Business since it's the 1st time it's being discussed. It was explained that the MOU had been discussed at a previous meeting and that this discussion is a continuation of that previous discussion.

- Commissioner Buchand states that there's an inaccuracy in the document that needs to be corrected. In reference to the Office Space section listed on page 7 of the MOU, she states that the Resident Council (RC) had been told by Ms. Sherri Champagne that the Housing Authority don't work with the RC and that is why the RC stopped allowing medical service providers use of the RC office space that has been provided to them by SHA and the reason that SHA started using the office in the hallway of the Towers building. Commissioner Buchand also stated that she's spoken with the Dr. and was told that she was fine using the office in the hallway at the Towers building and that they never wanted the Dr. to stop using the RC office. It was that the Housing Authority didn't want to work with the council. Commissioner Buchand further states that they started the medical office visits, and they never, not wanted the Housing Authority in their office or to go backwards on working with the Housing Authority.
- Commissioner Colón inquired if this should be a service administered by the Resident Services Department, as anything to do with medical care would need to be covered under its HIPPA insurance umbrella. Commissioner Buchand maintains that Resident Services doesn't cover all that is needed by the residents and that they should work with the Resident Council to fill in the gaps.
- Mr. Russell responded that Housing Authority's position has always been to work together with the Resident Council, and that Mr. Waters, who is the VP of Resident Services, has always endeavored to work with the Resident Council. He further explained that Ms. Sherri Campanale is not Mr. Waters' supervisor and never has been, and that the Resident Services Department has been under the impression that the Council would not allow them use of their office space for the medical service. Commissioner Buchand states no one asked her but that use of the office space needs to be on their terms, that they will work together with the Resident Services staff but that they will not be told what to do without any say.
- Additional discussion took place regarding shared use of the Resident Council office for medical service provider appointments with SHA residents. Mr. Russell stated that the medical service providers are very dissatisfied with the current office arrangement. Commissioner Sargent added that she is at the RC office 3 days a week (M, W and F) from 9 am to Noon (and could stay longer) and that the RC would like to work together with the Resident Services department and the medical services providers to coordinate these services.
- Commissioner Morgan added that there should be a lease agreement between the 2 organizations that outlines the use of the space so there is a clear understanding of how the medical services providers will utilize the office in that space. Commissioner Sargent states that the RC will want to have someone from the council there when the space is being used.
- Attorney Gilmore inquired what the original agreement was that was put in place when the space was allocated to the RC? Commissioner Buchand stated it was a written agreement from when they applied for the Ross Grant and that it has worked for 7 years until now.

- Commissioner Morgan maintains that an updated lease will assist in making this a workable business agreement with everyone's role and responsibility is laid out so that there are no future misunderstandings. Attorney Gilmore added that the medical service providers will need to agree to have non-patients in the space while they are seeing patients. MOUs are used often to spell out the relationships between housing authorities and other organizations. Each one needs to be tailored to each housing authority's unique situation.
- Commissioner Buchand maintains that the medical providers and the Resident Council had an agreement, that they brought the services in and that the Housing Authority shouldn't have control over the services so that the Resident Council can't learn and grow. Attorney Gilmore reiterated that he's not saying the Resident Council can't be involved, only that the MOU would need to state that the medical service providers agree to have non-patients in the space while they are seeing patients if the council staff wants to be in the office on those days of service. Commissioner Buchand added that the council would like the contact list of the medical service providers so they can contact them. Mr. Russell stated that this can be provided to them.
- The board decided to table this item until the Resident Council receives the list of contacts and has a chance to interface with the medical providers and the Housing Authority receives the last (signed) agreement for Mr. Russell to send out to the board for review. Commissioner Morgan reminds that the agreement is important for insurance purposes and to know who's responsible for what and to who.
 - Commissioner Meredith made a motion to table this item until the above-mentioned items take place. Commissioner Taylor seconded the motion. The motion was voted on and passed unanimously.
- B. Amaryllis Park Place II (Courts) Name Discussion
 - Mr. Russell reported that this topic was discussed at the June Development Committee Meeting and that it had been suggested that it be discussed at the Board Retreat.
 - Item was tabled and will be discussed at Board Retreat on June 5, 2021.
- C. Amaryllis Park Place (Orange Ave)
 - Mr. Chambers reported the project is on schedule and looking for an approximate August turnover. NDC, the management company, is in the initial stage of taking applications. A coordination meeting took place last week. Landscaping is in the final stage.
 - Mr. Dubose reported construction and buy out are in the final stages and he discussed the Section 3/MWBE labor report that was in the board packet.
- D. Lofts on Lemon (Cohen Way)
 - Mr. Dubose reported on the Section 3/MWBE labor report that was in the board packet. Discussion took place as to reasons why contractors have not carried over from Amaryllis project to the Lofts project. Reasons discussed were that workers have been being hired full time by the sub-contractor companies working on Amaryllis and that the companies are too busy to take on 2 projects.
 - Mr. Chambers reported that the project is over a year away from completion and are already receiving many e-mails of interest by potential renters. They will all be contacted when the project is closer to completion with details on how to apply.

X. NEW BUSINESS

A. President & CEO Evaluation

- Attorney Gilmore handed out the Evaluation Compilation Sheet from the evaluations submitted for the evaluation that was due in June 2020. As of this date, only 5 of the 7 evaluations of the commissioners on the board at the time the evaluation was due have been submitted. Attorney Gilmore reminded the board that contractually this is to be done every year by June, prior to new board appointments that are done each year in June. He suggested that this is something that should be discussed at the retreat next week. If any commissioner would want the detailed, individual evaluations they can be requested and will be provided.

XI. PROGRAM UPDATES – ACCEPTED BY CONSENT

- A. Monthly Financial Statements
- B. Board Committee Reports
- C. Housing Voucher Report
- D. Housing Management Reports
- E. Capital Fund Program Report
- F. Resident Services Monthly Report

- Commissioner Buchand made a motion to accept the Program Updates Consent Agenda. Commissioner Meredith seconded the motion. The motion was voted on and passed unanimously.

XII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Commissioner Sargent reports that Resident Council website (www.SHAARC.org) has started making money in their effort to become self-sufficient. They have expended funds on a media endeavor utilizing YouTube. The MOU is on the website as well each month. A link to their website can also be found on the SHA website.
- B. Commissioner Buchand reports working with Mr. Russell on a grant opportunity to help the council earn funds.
 - The council hopes to start back with the events at the Towers that they use to do before COVID.
 - The Big Mama Collard Green festival is scheduled to take place on 10/16/21.
 - A flyer was passed out for an upcoming event taking place on May 29th from 12-2:30 pm at the Newtown Farmers Market, Mr. Stevey & Friends. All are encouraged to attend and assist in promoting the event. The event is to help children (and adults) to positively express themselves. This event will be done every 4th Saturday.
- C. Commissioner Morgan asked that any board member that wants to discuss a topic at the Retreat to submit the agenda item so that time can be allocated for it. This will assist in getting all the topics covered. The agenda will be sent out prior to the meeting. Commissioner Buchand reminded all that she suggested the meeting and she does not have a topic but that she would like to have a time slot on the agenda to speak.

XIII. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 5:50 pm.