

**MINUTES OF THE ANNUAL MEETING AND PUBLIC HEARING OF THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF EAST BATON ROUGE PARISH
MAIN OFFICE AT 4731 NORTH BOULEVARD
FEBRUARY 8, 2024, AT 12:00 PM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Regular Session on Thursday, February 8, 2024, at 12:00 pm at the main office 4731 North Boulevard, Baton Rouge, LA 70806.

Meeting Called to Order **Commissioner Dianna Payton, Chair**

Invocation **Commissioner Chris Brown**

Roll Call:

Members Present **Commissioner Dianna Payton**
 Commissioner Chris Brown
 Commissioner Lynn Farris
 Commissioner Justin Gaudet
 Commissioner Brandon Kelly

Members Absent **Commissioner Al Barron, Vice Chair**
 Commissioner Terry Landry, Jr.

QUORUM PRESENT

Public Comments

The floor was opened for public comments. None were voiced. The public comment period was closed.

**AGENDA ITEM NUMBER 1:
APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE EAST BATON ROUGE
PARISH HOUSING AUTHORITY HELD FEBRUARY 8, 2024**

A motion was made by Commissioner Gaudet to approve, and Commissioner Kelly seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

Mission Statement

To provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization

**AGENDA ITEM NUMBER 2:
OPEN MEETINGS LAW REVISIONS
EBRPHA POLICY ADOPTION
RESOLUTION NO. 2024-01**

Mr. Daniels stated that this is the first resolution of the year. This is the adoption of virtual meeting through ACT 393 which allows certain ADA accommodations. The Act will give people the opportunity to login if they need ADA accessibility, as well as notifications that go along with that. Mr. Daniels turned the attention to the Executive Legal Counsel, Attorney Monica Gant Moton, to expound on the underlying reasoning behind this new policy. Attorney Moton explained that there is no deadline to implement this policy partly because in some rural areas, internet access is limited; therefore, the process is slow. However, she stated that this is a good thing that we are implementing this policy into action.

A motion was made by Commissioner Brown to approve, and Commissioner Gaudet seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

**AGENDA ITEM NUMBER 3:
HOUSING CHOICE VOUCHER
SEMAP "HIGH PERFORMER" RATING**

Mr. Daniels highlighted the stellar performance of our team members. The Housing Choice Voucher program received a stellar score of 96, and this was a high achievement. The team was given kudos for a job well done.

The Board congratulated the Housing Choice Voucher team. No further discussion was made.

**AGENDA ITEM NUMBER 4:
BR CHOICE NEIGHBORHOOD
TRANSACTION APPROVAL AMENDMENT
RESOLUTION NO. 2024-02**

Ms. Bown updated the board on the amendment to the resolution approved in September 2023 for Phase One of Cypress at Ardendale. Modifications were made to reflect the changes to how the deal construction loans were reflected, from "single" construction loan to "multiple" construction loans. Commissioner Payton asked if there were any questions. None were voiced.

No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

Mission Statement

To provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization

**AGENDA ITEM NUMBER 5:
CHIEF EXECUTIVE OFFICER REPORT
a. EXECUTIVE UPDATE**

Mr. Daniels touched upon the continuation of our mantra for the year which includes transition, leadership, scheduled deadlines, and execution. The four priorities that were identified were culture change, choice neighborhoods, infrastructure, and execution. Mr. Daniels updated the Board on the progress of the four, CNI housing phases; the proposed 2024 budget going into Legislation on the local, state, and federal levels. As it is related to infrastructure, the integration of the new software, YARDI, is being put into action to enhance enterprise systems. Mr. Daniels mentioned the HR Firm, The Hayes Approach, that is collaborating with Ms. Downs to make the necessary adjustments related to our HR policies. He mentioned that we are undergoing audits for Partners Southeast and the Housing Authority, which will allow a greater position to leverage and guarantee our own deals. Regarding execution, Mr. Daniels emphasized that our goal is to have a continual pipeline of projects with the three phases of closings, construction, and openings. Commissioner Payton asked if there were any further questions. None were voiced.

This concluded the report.

**AGENDA ITEM NUMBER 6:
DEPARTMENTAL REPORTS
a. FINANCIAL STATEMENTS & REPORTS
(SEPTEMBER/OCTOBER/NOVEMBER/DECEMBER 2023)**

Ms. Sterling presented the report and stated that the team has been working with the auditors and presenting them with the requested information. Mr. Daniels stated that we are waiting for the year-end report and the financial benchmarks that are coming into the overall operations. He discussed the end of September 2023 fiscal year financials as they relate to the departments and the budget.

- b. CHIEF HOUSING OFFICER REPORT**
 - i. HOUSING CHOICE**
 - ii. AFFORDABLE HOUSING**
- c. CAPITAL FUND PROGRAM**
- d. HUMAN RESOURCES**

The departmental reports were included in the board packets distributed to the board members prior to the board meeting.

**AGENDA ITEM NUMBER 7:
BR CHOICE NEIGHBORHOOD REPORT**

Commissioner Payton asked if there was anything to add outside of Mr. Daniel’s report. None was voiced. This concluded the report.

**AGENDA ITEM NUMBER 8:
PARTNERS SOUTHEAST COO REPORT**

Ms. Brown updated the board on the status of CNI housing phases related to deals that are under construction: Cypress River Lofts and Cypress at Ardendale. She discussed the closings, funding, and the multiple deals applying for financing through LHC. Commissioner Payton asked if there were any questions. None were voiced.

The departmental reports were included in the board packets distributed to the board members prior to the board meeting.

This concluded the departmental reports.

**AGENDA ITEM NUMBER 9:
NEW BUSINESS**

No new business was voiced.

**AGENDA ITEM NUMBER 10:
ADJOURNMENT**

MEETING ADJOURNED

APPROVED:

**Dianna Payton
Chair
East Baton Rouge Parish Housing Authority**

**J. Wesley Daniels, Jr.
Secretary/Chief Executive Officer
East Baton Rouge Parish Housing Authority**