

CITY OF RICHMOND
Housing Advisory Commission
Meeting

DATE: October 20, 2014

TIME: 3:30 p.m.

ADDRESS: 2400 Nevin Avenue, Richmond, CA 94804

This meeting is held in a building that is accessible to people with disabilities.

Commissioners

Jackie Thompson
Chair

Jaycine Scott
Vice-Chair

Sylvia Gray-White
Secretary

Helen Hall

Alicia Carillo

Delores Johnson

**Courtland "Corky"
Boozé**
Council Liaison

AGENDA

1. Call to Order and Pledge of Allegiance (1 min.)
2. Roll Call (1 min.)
3. Welcome and Meeting Procedures (1 min.) – *Individuals who would like to address the commission on matters not listed on the Agenda may do so under Open Forum. Please file a speaker's card with the note taker prior to the commencement of Open Forum. Individuals, who want to comment on an individual item, please file a speaker's card before the item is called. The standard amount of time for each speaker will be three minutes.*
4. Agenda Review and Adoption (4 min.)
The order in which items will be heard may be adjusted at this time. Items may be removed from the Agenda at this time.
5. Approval of Minutes (1 min.)
 - September 8, 2014.
6. Introduction of Invited Guests
7. Announcements through the Chair (2 min.)
8. Executive Director's Report (10 min.)
9. Housing Advisory Commissioners' Reports (3 min.)
10. Presentations.
 - Liaison
 - Richmond Police Dept./Security
11. Recommendations to the Housing Authority Board of Commissioners and/or Housing Advisory Commission.
12. Open Forum (Limit to 3 minutes per person)

At 4:30 p.m., any items remaining on the Agenda that require immediate attention may be moved to this time.

13. Old Business

- Cypress Security (Review & Discuss scope of work per the security contract as well as the protocol for distribution of security reports to staff. This item has been brought before the Commission on numerous occasions. A review of the scope of work necessary. (Commissioner J. Thompson)
- Update from staff on the revised pet policy. This policy was reviews by staff and the Resident Council Leaders in July. Amendments were made and presented to the Commission. Recommendations should now be added to the lease/ house rules. (Commissioner J. Thompson / Staff)
- Update from staff on the proposed schedule for a Commission and Staff workshop with HUD in attendance. This item was requested by Councilman Boozé in July (Commissioner J. Thompson / Councilman Boozé).
- Update from staff on the repair of the parking lot gate at the Hacienda (Commissioner, D. Johnson)
- Pending request for print-out(s) on outstanding / completed maintenance requests specifying request over 30, 60, and 90 days.

14. New Business

- Full status report from staff on the last fire drill(s) held in public housing and the procedure for fire drills. This report should include resident identification by property of any / all residents with physical disabilities (wheel chairs, walkers, canes etc) to also include residents with sight and hearing impairments (Councilman / Liaison Boozé).
- Concerns regarding improved communication and customer service between staff and the residents; Forms used for reporting incidents, problems and concerns and recommendations on the property (Commissioners J. Scott , D. Johnson & J. Thompson)
- Discuss & review changes needed for all PHA parking lots (this is a public safety concern). This item was discussed and reviewed by all Resident Council Leaders and staff
- Grievance Procedure Committee. Establishment of an Ad-Hoc Committee to ensure that the rights of the residents(s) are adhered to according regulations (Commissioners J. Thompson, S. Gray-White)
- Review/Discuss procedure for issuing receipts to residents (Commissioners, J. Thompson, J. Scott, D. Johnson)

15. Next Scheduled Meeting

This Commission meets every 2nd Monday at 3:30 p.m. at 2400 Nevin Avenue in the Community Room. This meeting is being held in a wheelchair accessible location. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Souplet, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date. The next meeting is scheduled for **Monday, November 10, 2014.**

16. Adjournment.