

**CITY OF RICHMOND**  
**Housing Advisory Commission**  
**Meeting**

**DATE: February 12, 2018**

**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**

**Antheia  
Harrison-Farr  
Chair**

**Jaycine Scott  
Vice-Chair**

**Carol Hegstrom  
Secretary**

**Tanise Smith**

**Vacancy**

**Vacancy**

**Vacancy**

**Ben Choi  
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.)
  - November 13, 2017
6. Introduction of Invited Guests
7. Announcements through the Housing Advisory Commission Chair (2 min.)
8. Management's Report
  - A. Long Term Viability of RHA
  - B. Items for Board Action/February 20
    - 1) Staffmark Holdings, Inc. (temporary staffing)
    - 2) Award lease to Ricoh, Inc. for new copiers
  - C. Items for Board Action/February 27
    - 1) PHARS Agreement (change order items)
    - 2) HERC Equipment Rental lease
    - 3) Contract for HERC Equipment Rental (unpaid invoices)
    - 4) 2018 Resident Advisory Board – Annual Plan
    - 5) Status Report
    - 6) Opening of wait list for Section Project Based Voucher for seniors only)

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

D. RHA Staffing Changes

- 1) Management Team: Yvette, Jamillia, Giulia, Maria, Ramon, Betty
- 2) Property Manager: Maria

E. HUD Compliance

- 1) REAC Inspections/Lead Paint
- 2) PHAS/Public Housing Assessment FY2017
- 3) RAD Evaluation

F. Commissioner Development

- 1) NAHRO Membership

G. Resident Recognition

H. Major Activities Next 30 Days

- 1) Truck Purchase
- 2) RFP-Physical Needs Assessment
- 3) Mid-year SEMAP
- 4) Employee Evaluations
- 5) Lease Enforcement/Collection Activity (Public Housing)
- 6) Bulky Clean Up

I. Friendship/Triangle Court Developments

9. Housing Advisory Commissioners' Reports (3 min.)
10. Presentations.
11. Recommendations to the Housing Authority Board of Commissioners and/or Housing Advisory Commission.
12. Open Forum (Limit to 3 minutes per person)
13. Old Business
14. New Business
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 Soublet, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date. The next meeting is scheduled for **Monday, March 12, 2018.**

16. Adjournment