



Pueblo of Acoma Housing Authority

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The Pueblo of Acoma Housing Authority mission is to provide decent, safe and affordable housing opportunities and services for low-income and non-low-income Pueblo of Acoma families, residing on and off the reservation, while preserving and enhancing traditions and natural resources thereby promoting the general welfare of all Pueblo of Acoma people.

SIGN-IN SHEET

PUEBLO OF ACOMA HOUSING AUTHORITY
BOARD OF COMMISSIONERS SPECIAL MEETING
January 8, 2002

BOARD OF COMMISSIONERS

Jason Johnson, Chairman

Jason Johnson

Duane Mousseau, Vice Chairman

Duane Mousseau

Gerrie Ortiz, Secretary

Cheryl McGinn, Commissioner

Cheryl McGinn

Vacant, Commissioner *TIMOTHY J. CHAVEZ*

Timothy J. Chavez

Charles Riley, Ex-Officio (Tribal Council)

Harold Felipe, Ex-Officio (Tribal Administration)

PAHA STAFF

Raymond J. Concho, Jr., Executive Director

Raymond J. Concho Jr.

Owen Ondelacy, Assistant Director

Owen Ondelacy

Floyd Tortalita, Development Specialist

Floyd Tortalita

Patricia J. Alonzo, Accountant

Patricia J. Alonzo

Rose Histia, Homeownership Specialist

Rose Histia

Jennette Steward, Homeownership Specialist

Jennette Steward

Gwen Garcia, Administrative Assistant

Gwen Garcia

Tina M. Poncho, Secretary/Receptionist

Tina M. Poncho

Mark Thompson, Project Manager

Mark Thompson

MEETING ADJOURNED AT

AGENDA

Pueblo of Acoma Housing Authority Board of Commission Meeting
Acoma, New Mexico
Regular Meeting
January 8, 2002
6:30 p.m.

- I. Call to Order
- II. Invocation
- III. Roll Call
- IV. Approve Agenda
- V. Approve Minutes – December 13, 2001 Annual Board of Commission Meeting and December 19, 2001. (Tabled)
- VI. Announcements
 1. CIHD Legislative Conference 2002, February 12-13, 2002, Washington, D.C.
 2. PAHA/BOC Annual Retreat, January 24-25, 2002, Cities of Gold Hotel, Pojoaque Pueblo, New Mexico
- VII. Reports
 1. Financial Report, Central Accounting Department, Pueblo of Acoma (Tabled)
 2. Modernization and Development Report, Floyd Tortalita, Development Specialist
 3. Executive Director's Report, Raymond J. Concho, Jr.
- VIII. Old Business
 1. Proposed NAHC Contract for the Reservation-Wide Housing Inventory Assessment (Tabled)
 2. Procurement Policies (Tabled)
- IX. New Business - None
i. Executive Director's evaluation
- X. Schedule Next Board of Commission Meeting
- XI. Adjourn

Pueblo of Acoma Housing Authority
Board of Commissioners
Regular Meeting Minutes for January 8,2002

Item I Call to Order

The meeting was called to Order at 6:52pm by Duane Mousseau, Vice-Chairman. The meeting was conducted in the PAHA Conference Room.

Item II Invocation

Item III Roll Call

Roll call was conducted by Vice-Chairman Mousseau with the following present:

Board of Commissioners

Jason Johnson, Chairman * Chairman Johnson did enter the meeting at 7:15pm.

Duane Mousseau, Vice-Chairman

Cheryl McGinn, Commissioner

Tim Chavez Jr., Commissioner

A Quorum of 4 existed.

Note. This meeting was to be the last meeting attended by Commissioner Timothy Chavez Jr. A Letter of Resignation was presented to the Chairman.

PAHA staff:

Raymond Concho Jr. Executive Director

Owen Ondelacy, Assistant Director

Patricia Alonzo, Accountant

Floyd Tortilita, Development Specialist

Rose Histia, HOC

Jeanette Steward, HOC

Gwen Garcia, Administrative Assistant,

Tina Poncho, Receptionist

Item IV Approve Agenda

A Motion to Approve the Agenda was made by Commissioner Chavez Jr., it was seconded and the Motion carried.

Item V Approve Minutes

BOC/PAHA Annual Meeting Minutes, 12/13/2001 and BOC Regular Meeting Minutes 12/19/2001 were tabled until the next Regular Meeting.

Item VI Announcements

The following announcements were made for:

1. CIHD Legislative Conference 2002, February 12-13, 2002, Washington D.C.
2. PAHA/BOC Annual Retreat, January 24-25, 2002, Cities of Gold Hotel, Pojoaque Pueblo, NM

Item VII Reports

1. Financial Report. No Financial Report was received from The Pueblo of Acoma Central Accounting. The following comments were expressed by the BOC:
 - A Review of the services as indicated on the Memorandum of Agreement between the Pueblo of Acoma Central Accounting and PAHA.

- A document addressed to the Pueblo of Acoma Central Accounting Office forwarded through the Pueblo of Acoma Governor's office stating the lack of financial documentation to the BOC by the Central Accounting.

A Motion to Table the Financial Report was made by Chairman Johnson; it was seconded and the Motion carried.

2. Modernization and Development Report. The report was presented by Floyd Tortalita, Development Specialist. A copy of the report was included in the BOC meeting packets. The report covered the following items:

- Water Conservation
- Mechanical Training/Rehabilitation Program
- Vacant Unit Rehabilitation
- Erosion Control
- Traditional Home Project
- 61 Unit Housing Project
- BIA Home Improvement Program
- Rural Addressing Project
- Reservation Wide Housing Inventory

A Motion to Accept the Modernization/Development Report was made by Commissioner Chavez Jr.; it was seconded and the motion carried.

3. Executive Director's Report. The Executive Director's Report highlighted administrative, operation, and project status. Key issues were:

- An Open House Ceremony for the 61 Unit Project had been rescheduled to March 20, 2002.
- The Annual Performance Report to HUD is due March 1, 2002.
- The FY 2000 audit is complete and the preliminary audit report was pending.

A Motion to Accept the Executive Director's Report was made by Chairman Johnson; it was seconded and the Motion carried.

Item VIII Old Business

1. Proposed Contract. An update by Executive Director Concho Jr. was presented on the proposed contract between PAHA and NAHC, LLC to conduct a reservation wide housing inventory for the Pueblo of Acoma. A letter from NAHC, LLC was received and a copy was included in the BOC meeting packets. This letter expressed concern for the delay of the contract approval by the BOC. This item was recommended for further review and potential action during the next BOC Regular Meeting.
2. PAHA Procurement Policy. An update on the policy was presented by Executive Director Concho Jr.. A draft copy of the PAHA Procurement Policy was included in the BOC meeting packets. Additional copies were forwarded to the Central Accounting Office for their review and comments. The policy is being held for non-action until the review has been completed.

Note. At 8:50pm, the PAHA staff was excused from the meeting. Executive Director Concho Jr. remained for the duration of the meeting.

Item IX New Business

A Motion to Enter Into Executive Session was made by Commissioner Chavez Jr.; it was seconded and the Motion carried. The following item was the session's topic:

- The Executive Director's Performance Evaluation. The original was forwarded for entry into the employee's Official Personal File.

Item X Schedule Next Meeting

The next scheduled Regular Meeting is February 5, 2002 at 6:30pm in the PAHA conference room.

Item XI Adjourn

A Motion to Adjourn was made by Vice-Chairman Johnson, it was seconded, and the meeting was adjourned at 9:52pm.