



P.O. Box 620
Pueblo of Acoma, NM 87034

"Providing Safe and Affordable Housing Opportunities"

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Board of Commissioners Meeting

February 4, 2014
5:30 p.m.

AGENDA

1. **Call to Order** – Robin Cruz, BOC Chair
2. **Invocation**
3. **Roll Call** - Robin Cruz, BOC Chair
4. **Approval of Agenda**
5. **Approval of Meeting Minutes**
 - a. Board Meeting - January 8, 2014
6. **Opening Remarks** – Floyd Tortalita, Executive Director
7. **Old Business**
 - a. Board of Commissioners Officers Election (*Tabled*)
8. **New Business**
 - a. ICDBG Home Rehab Project – Phase VI – *Lawrence Ramirez, Development Manager*
 - b. Executive Director's Annual Evaluation – (*Executive Session*)
9. **Department Reports**
 - Finance Dept – *Owen Ondelacy, Finance Manager*
 - Housing Services Dept – *Jennette Steward, Housing Services Mgr*
 - Development Dept – *Lawrence Ramirez, Development Manager*
 - Executive Directors Report – *Floyd Tortalita, Executive Director*
10. **Announcements & Schedule Next BOC Meeting**
 - March BOC meeting
 - March 12, 2014 – 5:30 pm – PAHA-Pueblo of Acoma, NM
11. **Adjourn**



"Providing Safe and Affordable Housing Opportunities"

Minutes of January 8, 2014
PAHA Board of Commissioners Regular Meeting
5:30 pm
PAHA Conference Room

APPROVED: 02/04/14

1. **Call to order:** Meeting called to order by Chairwoman, Robin Cruz @5:44 p.m...
2. **Invocation:** Tribal Secretary, Mr. Gilbert Louis, Jr.
3. **Roll Call: Present: BOC:** Chair, R. Cruz, Vice Chair, Bernard Lewis, Commissioner, April Estevan, Tribal Sec'y. Gilbert Louis, Jr... PAHA Staff: Executive Director, Floyd Tortalita, Finance Manager, Owen Ondelacy; Housing Services Mgr., Jennette Steward; Dev./Maint. Mgr., Lawrence Ramirez and Recording Sec'y, Veralyn Farias.
Absent: BOC Commissioners, Damian Garcia, Patrick Ortiz and Ex-Officio, Ernest Vallo, Sr...
4. **Approval of Agenda:**
Vice-Chair, B. Lewis motioned to approve tonight's agenda, seconded by Commissioner, April Estevan.
5. **Approval of Meeting Minutes for: December 19, 2013**
Commissioner, April Estevan motioned to approve Minutes of 12/19/13, seconded by Vice-Chair., Bernard Lewis.
6. **Opening Remarks: Executive Director, Floyd Tortalita**
Mr. Tortalita welcomed everyone and expressed greetings of the New Year to all. He indicated tonight's agenda would be a brief one. There are no action items to report only department reports. Introductions of all present followed.
7. **New Business: Board of Commissioners Election**
Board unanimously agreed to table this item until all members are present.
8. **Department Reports/Updates:**
Finance: Owen Ondelacy, Finance Manager
Board's comments/recommendations: 1) Chairwoman requests all documents requiring her signature be presented on a monthly/timely basis, states no reason for documents being late. 2) Q. (Operating Budget) Why are line items office supplies and communications so high? A. Mr. Ondelacy said this may be attributed to the high volume of printing, i.e., bid packets. 3) Q. How many cell phones are in PAHA's account? Response, (7), Ms. Cruz asked if PAHA had a cell phone & internet policy. Response, No. Chairwoman suggested a policy be implemented for all employees to sign annually. Mr. Ondelacy was also directed to scrutinize the cell phone bill. Chairwoman would like to see a history of its usage. As for item 1): Commissioner, A. Estevan suggested looking into an electronic system (for signatures), as long as it is acceptable.

Housing Services: Jennette Steward, Housing Manager
Commissioner, A. Estevan asked what was being done to address the "Uncollected TAR's". (Ms. Steward), PAHA has made every effort to work with the former tenants to pay-off their debt including the assistance of the tribal courts. This hasn't been too successful. Write-offs and garnishments were discussed. Mr. Ondelacy replied HUD discourages write-offs. Board advised looking into garnishments.

Development/Maintenance: Lawrence Ramirez, Manager
Mr. Ramirez asked if Board would like a dollar amount for each project completed in 2013. Chairwoman replied the information provided in Mr. Ondelacy's budget report was sufficient.

Executive Director: Floyd Tortalita
Funding Updates: PAHA awaits approval for the FY 2014 NAHASDA Appropriations. Of the \$650M that is proposed, PAHA may receive \$1M. PAHA currently has \$4.8M in LOCCS & IHP. These funds can be used towards construction projects, rehab of PAHA bldg., Skyline Waste Water Extension Project and other rehab projects. The funds are in LOCCS; therefore no approval will be necessary to use these funds. On 10/17/23, PAHA submitted their 2014 Indian Housing Plan (IHP) and is waiting final funding. NAHASDA Re-authorization – Part B was added to the bill. A discussion draft asking for comments from housing officials was released. Once concerns have been addressed it will officially be introduced as a bill. Mr. Tortalita is still familiarizing himself with the document.

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Residential Leasehold – meetings with Attorney, Denise Zuni and tribe's legal counsel, Randy Collins will be scheduled. No definite conclusion on this issue has been reached. PAHA feels it is imperative a successful conclusion is attained soon. PAHA will likely encounter a loss of income when final CAS units reach pay-off in 2021. PAHA would like to begin exploring other avenues such as the private sector in order to generate income.

Significant personnel changes are taking place in the Senate Committee on Indian Affairs.

Lastly, letter from the Regional Director of the BIA Southwest Region, Housing Improvement Program (HIP) was presented. The letter was a request to tribes to submit their Annual Work Plan and Accomplishment Reports (Part I & II) before the deadline of 01/31/14. This program allows tribes to become eligible for the HIP Program. PAHA does not have any applicants on file who could achieve the high scoring standards set by BIA. Mr. Tortalita stated the paperwork is lengthy, tedious and gives false hope to those who apply and therefore PAHA will not be applying.

9. Announcements next scheduled BOC Meeting

Commissioner A. Estevan requested all depts. managers to have their reports in the packets upon delivery, this will allow Board members time to peruse the reports prior to the start of meeting.

The next BOC meeting is scheduled for February 4, 2014, 5:30 p.m., Sheraton Albuquerque Uptown, Albuquerque, NM.

10. Adjournment:

With no other business at hand, Chairwoman adjourned the meeting at 7:09 p.m.

Respectfully submitted,



Veralyn Farias
Recording Sec'y