

PUEBLO OF ACOMA HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING
PUEBLO OF ACOMA TRIBAL COUNCIL ROOM
March 10, 1998
6:30 P.M.

SIGN-IN SHEET

BOARD OF COMMISSIONERS

Marvis Aragon, Jr., Chairman

Marvis Aragon Jr.

Jackie Torivio, Vice-Chairman

Jackie Torivio

Harold Felipe, Secretary

Harold Felipe

Carleen Salvador-Chino, Commissioner

Carleen Salvador-Chino

Edwin Sarracino, Commissioner

Edwin S. Sarracino

PAHA STAFF

Raymond Concho, Jr., Executive Director

Raymond A. Concho Jr.

Derek Valdo, Development Specialist

Derek Valdo

B. Gregory Histia, DEP Director

B. Gregory Histia

Rose Histia, HOC I

Rose Histia

Valerie Lucero, Administrative Assistant

Valerie Lucero

A. Marie Garcia, Secretary/Receptionist

Maria Mirabal, HOC II

Meeting Adjourned At 11:40 p.m

AGENDA

Pueblo of Acoma Housing Authority Board of Commissioners Meeting
Pueblo of Acoma Tribal Council Room
Acomita, New Mexico
March 10, 1998
6:30 p.m.

- I. Call to Order
- II. Invocation - EDWIN SARRACINO
- III. Roll Call • MARYS A. • EDWIN S. • JACKIE T.
• HAROLD F. • CARLEEN C.
- IV. Approve Agenda
- V. Read & Approve Minutes - TABLE FOR NEXT MEETING

• REVIEW ON OUR
OWN & CAN
APPROVE @ NEXT
MEETING

- 1. Meeting Minutes - 12/11/97
- 2. Meeting Minutes - 01/13/98 - NOT AVAILABLE (REQ MARIE TO FAX TO BRD WHEN READY)
- 3. Meeting Minutes - 02/03/98

VI. Executive Director's Report (8:15 - 9:35 PM)

VII. Announcements (9:35 PM -

NO COMMISSIONER'S WILL
COMMIT TO THESE DATES
• NO STIPEND
• NO LEAVE AVAILABLE
FOR SOME

- 1. SWIHAA Quarterly Meeting - Sacramento, CA April 13 - 17, 1998 (1 BOC)
- 2. NAIHC 24th Annual Convention & Trade Show-Tampa, FL June 7 - 11, 1998 (3 BOC)
- 3. SWIHAA Quarterly Meeting - San Diego, CA July 13 - 17, 1998 (1 BOC)

VIII. Old Business

TABLE THIS → 1. Resolution Approving MEPA Policy

• GET TOGETHER A "GET WELL PLAN" AS
SUGGESTED FROM PREVIOUS MEETING.
• WE HAVE A PLAN IN MIND JUST NEED TO
PUT IN WRITING

IX. New Business

- 1. Resolution Approving Write Off - Luanna Antonio
- 2. Resolution Approving Write Off - Katherine Torivio
- 3. DISCUSSION of COUNCIL MTG

APPROVED BY 5

X. Schedule Next Board of Commissioners Meeting

XI. ED. SARRACINO - ADDRESSING THE BOARD (11:20 PM) - EVERYONE ACCEPTS

XII. Adjourn

- ① ONE PAGE BRIEFING
- ② CONGRESSIONAL DOCUMENT
- ③ HOUSING INVENTORY PROFILE
- ④ FISCAL INFO ON FUNDING
- ⑤ NEEDS ASSESSMENT - 5 PAGE
- ⑥ ORDINANCE - HIGHLIGHT CONCERNS
- ⑦ PKGS REC'D TONITE
- ⑧ EXERTS FROM BUDGET → TRAVEL EXP

PRIORITY - 1 to 5 YEAR PLAN (ADDRESS ISSUES) → COUNCIL WILL HAVE A TOOL TO FOLLOW OUR PROGRESS.
⑨ HIGHLIGHT ADVANTAGES of NATIONAL LEVEL - DOWN TO LOCAL LEVEL

Minutes

Pueblo of Acoma Housing Authority Board of Commissioners Meeting
Pueblo of Acoma Tribal Council Room
Acomita, New Mexico
March 10, 1998

Item I. Call to Order

Meeting was called to order at 7:35 p.m.

Item II. Invocation

Invocation was led by Commissioner Sarracino

Item III. Roll Call

Roll call was made with the following BOC members, staff and Tribal officials present:

Marvis Aragon, Jr., Chairman
Jackie Torivio, Vice-Chairperson
Harold Felipe, Secretary
Carleen Chino, Commissioner
Edwin Sarracino, Commissioner
Raymond J. Concho, Jr., Executive Director
Derek Valdo, Development Specialist
B. Gregory Histia, DEP Director
Valerie Lucero, Administrative Assistant
Daniel Sanchez, Jr., Tribal Secretary

Item IV. Approve Agenda

Agenda was amended as follows: Item V. Read and Approve Minutes was tabled due to time commitments. BOC will take home minutes to review, then approve at next BOC meeting.

Commissioner Sarracino requested that Item XI. Adjournment be re-numbered XII. Item XI. Commissioner Sarracino to address BOC.

Motion to approve amended agenda was made by Commissioner Chino, seconded by Vice Chairperson Torivio.

Item V. Read and Approve Minutes

Tabled to next BOC Meeting

Item VI. Executive Director's Report

Report was given by Raymond J. Concho, Jr., Executive Director (attached).
Also noted: Tribal Secretary questioned if CGP assessment was for all housing units. Raymond responded that assessment was only for units currently under PAHA's management.

Newsletter issue, PAHA could look into putting information on housing in Tribe's Newsletter. Velma Mason currently overseeing newsletter.

Tribal Secretary Sanchez stated that Council would like update on lawsuit against HUD and the latest on the Final Rule. He suggested that Raymond have information ready for Tribal Council meeting March 13, 1998.

Raymond responded that OMB and HUD met on March 3 - 4, 1998. They've come to compromise language which reads that lump sum wasn't going to be considered. Drawdowns will be in two methods: Option 1) 50% drawdowns of NAHASDA Block Grants funds excluding operating subsidy for the first year and second year - 1998 and 1999, year 2000 75% and year 2001 100% will be allowed. They are supporting the lump sum issue, but this phasing issue was never discussed as a final compromise language under the Negotiated Rulemaking. Additional requirements are going to be considered such as being in compliance with financial audits. Also to demonstrate if a tribe is a self governance tribe or has the administrative capacity to manage the lump sum. PAHA needs to have investment policies in place to demonstrate administrative capacity. Option 2) Continue usual drawdown.

Chairman Aragon stated that since were given the option of lump sum PAHA needs to look into investment strategies and investment policies. Some drafts have been provided by Trish Roberts and Bob Sylvester. Has a due date been established yet?

Raymond responded that AMERIND and SWIHAA have investment policies that Raymond can share with PAHA. Will make copies for Board for review.

Chairman Aragon questioned Tribal Secretary Sanchez if the Tribe has an investment policy in place that PAHA may look at. Tribal Secretary responded that the Tribe does not have an investment policy in place. They are still in the process of creating an investment policy. The Tribe would like to get PAHA to participate with setting up the format for a policy. Tribal Secretary recommended that one of the arguments that PAHA make is keeping the status as the Housing Authority. States that the Tribal Council has a very short memory, the council does not see that they'd given PAHA's Board of Commissioners the authority to oversee the program. The Tribal Council wants to decide who the Boards hire and fire.

Tribal Secretary Sanchez suggested that it would be beneficial for PAHA to push for approval of Section 184 in IHP. Under Section 184 you're required to have a code that will give you foreclosure and a way to do evictions as well as your priority on loans. That's all you need to run a housing program. If you have those in place, individuals on the waiting lists who don't qualify under standard procedures can buy their own homes to mortgage. It'll also help individuals who've paid off their homes to get a second mortgage. Supports HIP going under the management of PAHA.

Tribal Secretary Sanchez stated that the reason why Raymond's travel was denied was because he travels too much that is all the Tribal Council sees is Raymond traveling too much. That is how the issue came about. They never really gave Raymond the authority that he believes he has. He has seen documents that show that Raymond does have the authority. Tribal Council is saying don't travel. Governor has stopped all travel for all employees, per Council's directive.

Chairman Aragon questioned Tribal Secretary Sanchez if the disapproval came from Council. Tribal Secretary Sanchez responded that the directive came from Council to stop all travel for all employees. He doesn't see why staff should go to trainings. At some point you're trained, he feels that PAHA is pushing training too far. He feels that PAHA needs to take a serious look at the training plan. He stated that the Tribal Council wanted for Raymond to step down as President of SWIHAA because it was taking too much of his time. They feel that someone from Tribal Administration should fill the position.

Chairman Aragon stated that PAHA needs to clarify to Council that they need to revisit the Ordinance establishing the Board and giving it its authority to oversee the Housing Authority. Feels that they've overstepped that Board's authority to make their own decisions. He feels that travel should not be cut off totally, it will not be the best remedy. There are certain business meetings that take place which are not trainings and are instrumental to strategic advantage of any organization. With Mr. Concho's participation in groups like SWIHAA we've learned a lot about housing that is why we are where we're at right now. On what basis is Tribal Council including to disallowing travel for Mr. Concho? We'd like some kind of response. PAHA has gotten nothing but positive comments from other housing professionals from the Regional and National level. We've also gotten awarded for our progress in establishing our Housing Authority. Chairman Aragon would like to know where Council is coming from or what they are basing their travel disallowances.

Raymond stated that PAHA needs to get a presentation together. Make it clear that PAHA has done an excellent job in establishing its housing authority. We've far exceeded HUD's expectations, we have other housing authorities calling PAHA for technical assistance. We've got to demonstrate to Tribal Council that we have the management capabilities, we have staff who have potential to pick up what needs to be done, even the housing residents are finally seeing something done.

Tribal Secretary Sanchez stated that the Tribal Council has the power to change its mind. PAHA should not tell them that they've overstepped their authority. PAHA needs to demonstrate that they can do the job and are successful.

Tribal Secretary questioned who made the decision on PAHA not accepting any units until they are complete. Raymond responded that Governor Shutiva made that decision. The Tribe is responsible for getting the houses complete. It is part of the acquisition project, PAHA will buy the houses back once they are complete or once they pass inspection. PAHA has bought 12 units from the Tribe.

Commissioner Chino questioned if public meeting was going to be held on March 13, 1998. Derek responded that yes meeting is scheduled for 3:00 p.m. in the Tribal Auditorium. The students would like input from Board and also from residents who might occupy one of the 14 L/R units.

Commissioner Torivio questioned if anything has been hooked up to the trailers yet? Derek responded that nothing has been hooked up to the trailers. There are electric poles outside the trailers, but it is up to Mr. Joseph Sanchez to get everything hooked up. Chairman Aragon questioned if there were any families identified to move into the new trailers? PAHA has a waiting list and also will place housing residents in the trailers whose houses need rehabilitation. A contract of sale was sent to Mr. Sanchez for his review. Nothing has been received yet from Mr. Sanchez. PAHA will reimburse the Tribe completely once inspections are complete on trailers.

Chairman Aragon questioned is PAHA has received any proposals for Legal Services. Raymond responded that PAHA has received several proposals from last year. Raymond has spoken with two (2) individuals and feels that one of them is ideal for the housing authority. Secretary Felipe asked if PAHA had a closing date for the request for proposals. Raymond responded that PAHA didn't have a closing date.

Chairman Aragon questioned if PAHA was receiving payments since HDS statements been going out on a monthly basis. Valerie responded that PAHA has gotten good impact. Home buyers are coming in making payments and doing payback agreements. Secretary Felipe questioned what type of feedback PAHA was getting regarding the increase in the administrative fee. Derek responded that PAHA was receiving more positive than negative remarks. We try to explain to homebuyers about the increase. Most homebuyers expected the increase.

Chairman Aragon stated that the window project is a plus. It lets homebuyers know that the increase in the admin. fee is well worth it and lets them know what it is going towards. Derek informed BOC if they get a chance, there have been two test windows installed in two homes: 1) Debbie Chino and 2) Tillie Antonio. The third test window should be installed in 2 - 3 weeks.

Chairman Aragon questioned the status on the D.E.P. Grant extension. Raymond responded that PAHA has not yet received approval from the HUD office in Washington, D.C.

Chairman Aragon suggested that when attending trainings, meetings, workshops etc. Please have material available for staff and BOC to read and share with one another.

Vice Chairperson Torivio questioned where funds are coming from for renovation of community hall. Derek responded that there aren't any funds, plans are to use the adobe machine, free labor and volunteer groups. Greg stated that Father Antonio is still looking into requesting funds from different programs. Funding is still up in the air.

Motion to accept Executive Director's report was made by Secretary Felipe, seconded by Vice Chairperson Torivio.

Item VII. Announcements

1. SWIHAA Quarterly Meeting - Sacramento, CA April 13 - 17, 1998
Chairman Aragon asked Raymond to give information as to what is discussed at SWIHAA meetings that is important for a Board of Commissioner to be present. Raymond responded that the 1st day and 1/2 business items will be discussed in terms of financial activities, legal activities, membership issues interms of concerns of how many people are on board, changes in bylaws. Rapheal Mecham will give presentation on HUD issues. Updates on NAIHC and AMERIND. After business meetings are finished, trainings are started. Planning on NAHASDA, what is the progress, what is the meaning of NAHASDA, etc. Copies of agenda will be faxed to BOC.

2. NAIHC 24th Annual Convention & Trade Show - Tampa, FL June 7 - 11, 1998

3. SWIHAA Quarterly Meeting - San Diego, CA July 13 - 17, 1998

Chairman Aragon stated that he would like the Board to look over their schedules if they'd be available to attend, let PAHA staff know so that travel arrangements can be made. Chairman Aragon can not commit to any of the dates due to commitments at work and also has taken too much personal leave from work for previous meetings and trainings. The outcome of the stipend issue that will be presented to the council on Friday, March 13, 1998 will depend on weather some Board members can attend. As stated earlier, personal leave is usually taken to attend meetings on behalf of the Acoma Housing Authority. secretary Felipe agrees that he'd like to wait for the decision from Council also. Vice chairperson Torivio will not be available to attend any trainings or meetings for the year. commissioner Chino will look into her work schedule as well, can not make any commitments at this time.

Item VIII. Old Business

1. Resolution approving MEPA Policy - Tabled pending more information on get well plan. Chairman Aragon stated that the Board is not ready to move in the direction of approving the MEPA policy. The Board would like a plan on due process and steps of what is going to take place if the homebuyer does not make their required monthly payment.

Item IX. New Business

1. Resolution approving write off - Luanna Antonio
2. Resolution approving write off - Katherine Torivio

Derek informed the Board of the two situations of which each homebuyer has homeownership of their homes. Information attached to the copies of the resolutions are proof of homeownership. In Luanna Antonio's file PAHA has a copy of the title and deed and a cashier's check in the amount of \$1,600.00 which paid off her account. In Katherine

Torivio's situation, her home was also paid off then was informed by AIPHA to pick up her title and deed she was also reimbursed for over payment.

Secretary Felipe stated for the record that the effective date be changed from May 3, 1998 to be effective immediately.

Motion to vote on resolution # PAHA-031098-1 was made by Commissioner Chino, seconded by Secretary Felipe. All in favor motion carries. Resolution was passed with 5 in favor, 0 opposed and 0 abstained.

Motion to vote on resolution # PAHA-031098-2 was made by Commissioner Sarracino, seconded by Commissioner Chino. All in favor motion carries. Resolution was passed with 5 in favor, 0 opposed and 0 abstained.

3. Discussion on Tribal Council Meeting

Chairman Aragon stated that PAHA should put together some kind of presentation for the Council Meeting on March 13, 1998. Raymond has a format that has been used in previous presentations to the council. A similar format could be used, include narrative report. Highlight areas of PAHA's significant accomplishments and progress in establishing the housing authority. Other documents we can share with Council are 1 page briefing papers shared with the Governor's office, written congressional testimony, housing authority report, color report of physical needs assessments by Native American Housing Consultants, copy of ordinance and highlight issues of concerns, we want to give them enough information but not flood that with too much information.

Tribal Secretary suggested that PAHA have ready to report to council a training plan, explain to the Council that the Board does not have any problems with the executive director traveling, TAR report, resolution requesting for stipend payments and reimbursement of \$1 million dollars. Let them know about Section 184, and information on lump sum issues. Make your presentation brief. They will not read all information given to them. Have TDHE resolution readily accessible.

Chairman Aragon feels that its important to give the council atleast a plan on what PAHA is aiming for. Let them know that we do have a strategy plan. Let them know that when 1 and 5 year plan is completed PAHA will go before the Council for their input. Ask council how often they'd like for PAHA to report to them. Solidify documentation to council. Get them to see the same picture. Have any information they might ask on hand.

Item X. Schedule Next Board of Commissioners Meeting

"Special" BOC Meeting March 16, 1998 @ 6:30 p.m.

Regular "Monthly" BOC Meeting April 14, 1998 @ 6:30 p.m.

Item XI. Commissioner Sarracino to address BOC

Commissioner Sarracino requested to be on the agenda to inform the BOC of his absence at the BOC meetings. Commissioner Sarracino apologizes for his absences and would like to resign his position as PAHA Board of Commissioner. Thanks the Board for their patience and would like to know if the Board wants a written resignation.

Chairman Aragon understands Commissioner Sarracino's concerns with his personal issues at home and as part of the By-laws, he asked that Commissioner Sarracino submit a written resignation to the Board.

Vice Chairperson supports his decision of putting family first. The Board would like to request that Commissioner Sarracino provide us with his leadership one last time at the Tribal Council Meeting on March 13, 1998. Commissioner Sarracino accepts, will be at Council Meeting on Friday.

Item XII. Adjourn

Motion to adjourn was made by Vice Chairperson Torivio, seconded by Commissioner Chino. All in favor, motion carries. Meeting adjourned at 11:40 p.m.

Respectfully Submitted: _____
Harold Felipe, BOC Secretary

Approved:

Marvis Aragon, Jr., BOC Chairman

Jackie Torivio, BOC Vice-Chairperson

Carleen Chino, Commissioner

Edwin Sarracino, Commissioner