

PUEBLO OF ACOMA HOUSING AUTHORITY
Board of Commissioners Meeting
Pueblo of Acoma Housing Authority Conference Room
Acoma, New Mexico
April 11, 2000
SIGN-IN SHEET

BOARD OF COMMISSIONERS

Harold Felipe, Chairman

Timothy J. Chavez, Vice-Chairman

Carleen Chino, Secretary

Brian D. Vallo, Commissioner

Jason Johnson, Commissioner

Joe Aragon, Jr., Ex-Officio (Tribal Council)

Bernard Lewis, Ex-Officio (Tribal Admin.)

PAHA STAFF

Raymond J. Concho, Jr., Executive Director

Derek Valdo, Development Specialist

Patricio J. Alonzo, Accountant

Rose Histia, HOC

Geri Vallo, HOC

Gwen Garcia, Administrative Assistant

Anissa Vallo, Secretary/Receptionist

MEETING ADJOURNED AT 10:55 pm

PUEBLO OF ACOMA HOUSING AUTHORITY
Board of Commission Meeting
Tuesday, April 11, 2000

AGENDA

1. Call to Order - _____ PM
Invocation
2. Roll Call
Timothy J. Chavez, Vice-Chairman
3. Approval of Agenda
Brian Vallo, Commissioner *Tribal Interpreter*
Jason Johnson, Commissioner
4. Approval of Minutes
5. Reports
 - a. Executive Director *NO Rpt*
 - b. Internal Auditor *NO Rpt*
 - c. HOCs' Update
 - d. Development Specialist Update *NO Rpt*
b. status report from accountant
6. New Business
 - a. MEPA Requests (2)
 - b. Update on Meeting w/Governor *(Commissioner Vallo)*
 - c. ~~STATUS UPDATE~~ *performance of evaluation for executive director*
KAL ALONZO
 - d.
7. Announcements:
 - a. Tribal Council mtg — *DEP*
8. Next Meeting Date:
9. Adjournment - _____ PM

*I informed TIM
 I was going to be late.*

Post-It* Fax Note 7671		Date	4.11.00	# of pages	1
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Co./Dept.		Co.			
Phone #	<i>711</i>	Phone #			
Fax #	<i>0542</i>	Fax #			

MINUTES
PUEBLO OF ACOMA HOUSING AUTHORITY
Board of Commission Meeting
Tuesday, April 11, 2000
Pueblo of Acoma Housing Authority Conference Room

ITEM I. CALL TO ORDER
Meeting was called to order at 7:00 p.m.

ITEM II. INVOCATION

ITEM III. ROLL CALL
Roll call was made with the following present:
Timothy J. Chavez, Vice-Chairman
Brian D. Vallo, Commissioner
Jason Johnson, Commission
Bernard Lewis, Ex-Officio, Tribal Administration
Staff: Patricia J. Alonzo, Accountant
Gwen Garcia, Administrative Assistant
Geri Vallo, HOC
Rose Histia, HOC

Commissioner Vallo motioned to move the agenda be modified to reflect to include under Item 6 – A) Homeownership Counselor’s Update and B) Status report from our in-house accountant, also under Item7 we add a C) discussion on the performance evaluation of the executive director, merely discussion, discussion/planning for.

ITEM IV. APPROVAL OF AGENDA
Commissioner Vallo motions to accept agenda with noted changes. Vice-Chairman Chavez also motioned to move under Item 7 discussion on upcoming tribal council meeting scheduled for Wednesday, April 12, 2000.

Vice-chairman opened up the floor to the Board of Commissioners with motion to approve the noted changes made to Item 6 a/b and Item 7 c/d. Motion was made by Commissioner Vallo to accept the noted change, seconded by Commissioner Johnson. Motion carries.

ITEM V. APPROVAL OF MINUTES
No minutes were available from last commissioner’s meeting of March 14, 2000.

ITEM VI. REPORTS

1. HOC update – Ms. Geri Vallo and Ms. Rose Histia
Tonight’s project focuses on annual inspections and notices sent out to all our homebuyers, allowing our homebuyers to schedule inspections at their discretion.

Scheduled appointments have been sent out and are on-going. To this date thirty-nine inspections have been completed and thirty-three are being rescheduled. Our annual inspections consist of maintenance inspections going throughout the whole house and making sure that everything is in order and kept up. Going over the Collections and Evictions policies and having the homebuyer sign the back of the book, so as the other policy manuals sent out to our homebuyers. Going over MEPA funds and the process of using these funds are on a one-time basis.

Along with annual inspections we are also completing our annual recertifications on all the homebuyers. Of my seventy-two homebuyers, forty-nine have completed their forms and returned them, allowing us to do payment recalculations. Out of the forty-nine that have turned in their recertifications forms, twenty-two of the homebuyers have agreed to initiate bi-weekly payroll deduction. Administrative hearings are on going and these are followed according to our policies.

- TAR balance as of March 30, 2000 - \$186,738.22
- Attended the BIA-HIP meeting on April 12 regarding HIP funding

BIA-HIP Projects: two (2) projects have been completed. One needs water/wastewater system put in. The two families that have moved in are Mary Valley and Ervin & Phyllis Juanico.

PAHA is currently accepting applications for the second funding cycle for BIA. Funding will be for one project **only**, which is a \$35,000 funding grant.

Other activities include:

- Fire-safety poster contest coordinated with Sky City Community School, St. Joseph School and the Acoma Library. A total of twenty-eight entries. The only entries we had were from Grades K-3rd and Grades 4-6th. Judging will be held at the Regional SWIHA meeting. Winners are as follows: 1st place K-3rd (Lawrence Hestia, 2nd place (Lawrence Louis, Jr.) 3rd place (Denise Carr). Grades 4-6th place winners: 1st place (Bernadette Ortiz) 2nd place (Brandon Chino) 3rd place (Deanna Tenorio). Certificates of Participation will go out to all twenty-eight participants.

LOCCS status – Pat Alonzo. A couple of draw downs were made regarding the Drug Elimination Program, of the \$50,000 grant, we were able to draw down just the \$11,752 the other rest is pretty much lost as reported to you. The \$38,248 will probably be returned.

The \$100,000 that is set-aside for the Drug Elimination Program that is what they're operating on. All narrative reports have been turned in for the Drug Elimination Program.

Financial reports on DEP have been submitted with the exception of PAHA. The TDHE \$42,625 didn't go through, COMP \$271,988 and the IDC Agreement Chairman Felipe signed.

The Executive Director is working to establish central accounting as PAHA's fee accountant (PAHA would still have the accounting service here)

A question was made on DEP's outstanding expenditures?

Executive Director is working to revise the FY-98 Indian Housing Plan; BOC should be informed on this.

Item #1 - MEPA Requests (2)

Project 4, Acct# No. 1368.01 – homebuyer is an elderly person, sole provider, and the guardian of several children. They live in a five-bedroom house. Homebuyer is requesting \$4,345.50 to cure her delinquency, leaving a balance of \$836.06. The daughter has initiated a payroll deduction through her employer.

Commissioner Vallo recommends for the homebuyer to seek assistance through social services department. Commissioner Vallo very concerned for the grandmother to be responsible for that many grandchildren.

Commissioner Vallo suggests we not discuss the deferment issue because we do not have any policy to back us up for deferment. HOC next meeting of the board present us with options to consider amending the policies to address the deferment.

Tribal Interpreter made a motion to table this request, seconded by Commissioner Vallo. Item VI – acct.# 1368.01 tabled.

Item No#2. Project #3, Acct#1268.02

Entered into payback agreement and payroll deduction, living on a fixed income, both husband and wife were employed but through no fault of husband, the wife had to resign. The Homebuyer pays the administrative fee of \$79.00 plus payback agreement, totaling \$155.00.

A motion was made by Vice-chairman to open the floor to accept Resolution, seconded by Commissioner Johnson. Resolution passed 3 for, 0 opposed 0 abstained.

8:45 p.m. entered into executive session

9:46 p.m. existed out of executive session

#6 update on meeting with tribal administration:

The following were in attendance the BOC Chairman, Commissioner Vallo and Ms. Patricia Alonzo.

Work is ongoing with the status of the drawdowns and financial reporting. Tribal Administration concerned as to why the DEP staff were still on board. What is going on with DEP and what is the Board of Commission doing about this.

Interpreter commented that the Governor is requesting BOC to try to look into a recovery plan on money lost. Concerned regarding the four HIP projects (look into this) need feedback.

HIP selection process-tribal administration being contacted by elders on why they haven't received assistance. Very concerned. What is the BOC doing regarding this issue.

What is the accomplishment of PAHA?

Governor questioned MEPA accounts and their various interpretations. Homebuyer needs to be educated regarding MEPA/reserves what they can/cannot be used for.

Tribal Council suggests that tribal administration re-evaluate PAHA/DEP.

1st Lt. Governor-showing great concern with DEP and who is really at fault.

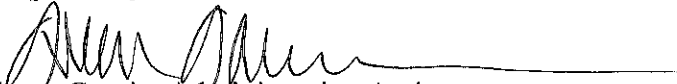
What corrective action is BOC making. WHO IS REALLY RESPONSIBLE FOR DEP?

The Governor stressed that the two HOC's provide more outreach programs to our homebuyers.

Board of Commissioners would like to reassure the Tribal Administration that they are going to address these issues.

Meeting adjourned at 10:55 p.m.

Respectfully submitted,


Gwen Garcia, Administrative Assistant
PAHA