

Pueblo of Acoma Housing Authority
Board of Commissioners Meeting
August 11, 2009
5:30 p.m.

AGENDA

1. **Call to Order**
2. **Invocation**
3. **Roll Call**
4. **Approval of Agenda**
5. **Approval of Minutes BOC meeting – July 21, 2009**
6. **Old Business**
 - a.) Residential Lease Update – *Floyd Tortalita, Executive Director*
 - b.) Personnel Policy - *Floyd Tortalita, Executive Director*
7. **New Business**
 - a.) Procurement Policy – *Floyd Tortalita, Executive Director*
9. **Department Updates**
 - a.) Development – *Lawrence Ramirez, Development Manager*
 - b.) Housing Services – *Janette Steward, Housing Services Manager*
 - c.) Finance – *Owen Ondelacy, Finance Manager*
 - d.) Executive Director's Update – *Floyd Tortalita, Executive Director*
10. **Announcements & Schedule Next BOC Meeting**

11. **Adjournment**
12. **Personnel – Executive Director's 90 Day Evaluation (*Executive Session*)**

PAHA Board of Commissioners
Minutes of:
July 21, 2009 –5:30 p.m. - PAHA Conference Room

APPROVED @
8/11/09 BOC MTG.

1. **Call to order:** Meeting called to order by Chair, Tim Chavez @5:38 p.m.
2. **Invocation:** Ernest Vallo, Sr., Ex-Officio
3. **Roll call:** (Present): Chair, Tim Chavez; Sec'y/Treas. Robert Jock; Members Gary Louis, Sr. & Don Shields.
Ex-Officios: (Present): Ernest Vallo, Sr.
(Absent) Keith Tenorio, Tribal Sec'y/PAHA - arrived at a later time.

PAHA Staff: (Present) @time of roll call: Veralyn Farias, Recording Sec'y; following staff were not present during official roll call however were in the office, Floyd Tortalita, Executive Director; Lawrence Ramirez, Development, Project Mgr; Jennette Steward, Housing Services Mgr.; Owen Ondelacy, Finance Manager. (Eric DeLorme arrived at a later time).

Guests: N. Ann Martinez, Allan Toledo, Attorney; Leland Chino; Denise Chee, PAHA Attorney

4. **Approval of Agenda:**
With no changes, Board member, D. Shield motioned to accept the Agenda as presented, Seconded by Board member, Gary Louis, Sr.. With all in favor, Motion carried and Agenda accepted.
5. **Approval of Minutes for June 9, 2009:**
With no corrections, Board Sec'y/Treas. R. Jock made a Motion to accept the June 9, 2009 Minutes as presented, seconded by BOC member Don Shields, with all in favor, Motion carried.
6. **Personnel – Employee Grievance Hearing Ref: N. Ann Martinez – Executive Session:**
An Executive Session was called by Chair, Tim Chavez, in reference to Ms. N. Ann Martinez' Grievance Hearing. With the exception of the following: PAHA Board members; Ernest Vallo, Sr., Oversight; F. Tortalita, Executive Director; Jennette Steward, Housing Services Manager; Ms. Denise Chee, PAHA Attorney; Ms. N. Ann Martinez (former PAHA employee); Mr. Allen Toledo, Attorney for Ms. Martinez; & Mr. Leland Chino, (witness on behalf of Ms. Martinez), everyone else was excused.

At approximately 7:40 pm, Executive Director, F. Tortalita came out of the session to inform remaining PAHA staff who were awaiting the Regular BOC Meeting to commence that they were excused for the evening, Mr. Keith Tenorio, Tribal Sec'y. also left at this time. (F. Tortalita) stated the Executive Session would not end any time soon and therefore decided to excuse staff.

(For the record): On July 22, 2009 Executive Director, F. Tortalita stated the Executive Session held the evening before ended at approximately 10:55 p.m..

Respectfully submitted,


Veralyn Farias
Recording Secretary