

Pueblo of Acoma Housing Authority
Board of Commissioners Meeting
November 10, 2009
5:00 p.m.

AGENDA

1. **Call to Order** – Tim Chavez, Board Chairman
2. **Invocation**
3. **Roll Call** – Tim Chavez, Board Chairman
4. **Approval of Agenda**
5. **Approval of Minutes BOC meeting** – October 13, 2009
6. **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*
7. **Announcements & Schedule Next BOC Meeting**

December BOC Meeting – December 11, 2009 – Albuquerque, New Mexico

8. **Adjournment**

PAHA Board of Commissioners
Minutes of:
October 13, 2009 –5:30 p.m. – AHPO Conference Room

1. **Call to order:** Meeting called to order by Chairperson, Tim Chavez, Sr. @ 5:55 p.m.
2. **Invocation:** Mr. Ernest Vallo, Sr., Ex-Officio
3. **Roll call:** (Present): Chair, Tim Chavez, Sr.; Sec’y/Treas. Robert Jock; Members: Don Shields, Robin Cruz, Gary Louis, Sr., arrived after roll call.
Ex-Officios: (Present): Ernest Vallo, Sr. Tribal Council; & Keith Tenorio, Tribal Administration
PAHA Staff: (Present) : Executive Director, Floyd Tortalita; Finance Mgr., Owen Ondelacy; Housing Services Mgr. Jennette Steward; Recording Secretary, Veralyn Farias, Maintenance Adm. Assistant, Eric DeLorme.
4. **Approval of Agenda:**
With no changes to the Agenda, Board member, Don Shields, made a motion to accept the Agenda as presented, seconded by Sec’y/Treas., Robert Jock. With all in favor, Motion carried.
5. **Approval of Minutes:**
With no corrections to the September 22, 2009 Minutes, Board member Don Shields made a Motion to accept the Minutes as presented, seconded by Board member Robert Jock, with all in favor, Motion carried.
6. **New Business – No New Business to report**
7. **Old Business - Personnel Policy:**
With a 3 to 1 vote, Board requested additional time to review the final copy. Conference call is scheduled for Friday morning, 10:00, October 16, 2009, at that time Board members will convey their decision whether to accept the Policy as presented this evening. Motion for an extension was made by Board member, Don Shields, seconded by Board member, Robin Cruz.
8. **Department Report updates:**
 - a) Development: Eric DeLorme for Lawrence Ramirez (refer to report in Board packet).
Questions asked of E. Delorme was how does one get on the waiting list for Rehab. Eric explained.
Is the NAHC Inspector, Charlotte licensed? Eric will find out.
Delgado is the contractor for the maintenance building.
Training attended – Ms. Cruz stated she would like information in a more detailed form as to trainings attended by PAHA staff and how it will benefit PAHA. F. Tortalita stated there is a form staff completes upon their return, therefore in the future this sheet will be attached to all reports to the Board.
 - b) Housing Services: Jennette Steward, (refer to report in Board packet)
Ms. Steward and Mr. Tortalita were commended for stepping in and offering most needed housing to the Thomas Charlie family.
Ms. Steward was complimented on her report and in the way it was presented.
 - c) Financial: Owen Ondelacy, (refer to report in Board packet)
The audit performed earlier was first labeled by the auditor as unqualified due to the question of the origin of the \$500,000.00 C.D. However, because the audit is due to HUD by the end of this month, Mr. Filener, (auditor) has renamed it as qualified.

(For the record: Chair, Mr. Chavez excused himself from the meeting @6:45 p.m.)

- d) Executive Director: F. Tortalita
Recovery Act funds have been received, from ARRA in the amount of \$418,000. The Financial report has been submitted, and the Environmental's are in compliance with report on the Recovery Act.

Mr. Tortalita along with staff will be working on a Strategic Plan, this will include Board involvement.

FEMA Trailers— a number of individuals have expressed interest and have viewed the trailers. Trailers will be sold through a bid process. A lengthy discussion ensued regarding how to handle individuals who may want to leave their trailer on the lot. Questions of who will be responsible for incidences (damages) that may occur as a result of residing on PAHA's lot. There are 9 trailers total, 5- are up for bid, 1 is currently occupied by Mr. Ralph Paytiamio, 1, is being occupied by Irene Castillo, 2- left will be utilized through the Home Replacement Project which will be set up in Acomita and McCarty's. In the future, Mr. Paytiamio will be offered other living arrangements and the trailer he currently resides in will be used for the home replacement project. Board suggested attaching an addendum to include: a) Payment due at time of bid opening; b) trailers must be moved off the lot 12/31/09; c) penalty to be assessed if unit is not moved by the deadline date.

Another concern expressed by Ex-Officio, Mr. Ernest Vallo, Sr. via Tribal Council's was how many tribal members are currently living in our units? Are there plans for Emergency housing?

9. **Announcements & Scheduled next BOC meeting:**

Floyd Tortalita, Jennette Steward & Lawrence Ramirez will be attending an Amerind Exposition which will include attending the Southwest Indian Housing Alliance & Association meeting, leaving October 17, 2009, returning October 22, 2009. In reference to training costs, Board member, Don Shields suggested that PAHA be more cost effective when making plans to attend training. Board member Robin Cruz also suggested looking into setting up a budget, checking into special discount rates, etc. She also asked what is the rate of return? What is PAHA's return? Are ideas learned there then applied here? Suggests looking into apprenticeship programs for tribal member employees.

Next meeting scheduled for: November 10, 2009, 5:30 pm.. PAHA Conference Room.

10. **Adjournment:**

With no further discussion, Board member, Don Shields made a Motion to adjourn the meeting, seconded by Board member Gary Louis, Sr. With all in favor, meeting adjourned at 8:25 p.m.

Respectfully submitted,



Veralyn Farias
Recording Secretary