

PUEBLO OF ACOMA HOUSING AUTHORITY BOARD OF COMMISSION MEETING
Sky City Casino Banquet Room
Acoma, New Mexico
December 14, 1999
SIGN-IN SHEET

BOARD OF COMMISSIONERS

Harold Felipe, Chairman

Harold Felipe

Timothy J. Chavez, Vice-Chairman

Timothy J. Chavez

Carleen Chino, Secretary

Carleen Chino

Vacant, Commissioner

Vacant, Commissioner

PAHA STAFF

Raymond J. Concho, Jr., Executive Director

Raymond J. Concho Jr.

Derek Valdo, Development Specialist

Derek Valdo

Geri M. Vallo, HOC II

Geri Vallo

Rose Histia, HOC I

Rose Histia

~~Gwen Garcia~~ Gwen Garcia
Vacant, Administrative Assistant

Joyce Hudson, Secretary/Receptionist

Vacant, DEP Director

A. Marie Garcia, DEP Secretary/Receptionist

Mildred Pino, Recreation Specialist

Tamra Vallo, Recreation Aide

GUESTS

Denise Chee, Attorney

Denise Chee

Meeting Adjourned at 1:50 PM on 12/15/99/ce

AGENDA

Pueblo of Acoma Housing Authority Board of Commission Meeting
Sky City Casino Banquet Room
Acoma, New Mexico
December 14, 1999
1:00 P.M.

- I. Call to Order @ 4:24 P.M.
- II. Invocation
- III. Roll Call
- IV. Approve Agenda
- V. Read & Approve Minutes
 1. November 6⁷, 1999 – Annual Meeting & Retreat – Motion to approve – Sec. Chino / Seconded
 2. November 27²², 1999 – Special Meeting – No minutes taken – discussion only – Vice-Chair Chavez 3, 0
- VI. Announcements
 1. Acoma Employee Christmas Dinner & Dance, December 23, 1999, The Inn, Grants, New Mexico (6PM - Dinner) AA - BOC invitation, \$10⁰⁰; (Notify AA)
 2. Southwest Indian Housing Association Annual Meeting, January 11-14, 2000. Scottsdale, Arizona; (Commissioner interested inform AA) Necessary arrangements
- VII. Reports
 1. Executive Director's Report
 2. Tribal Council Meeting Report - Nov. 23, 1999
- VIII. Old Business
 1. None
- IX. New Business
 1. HUD letter requesting tribal representation to draft proposed "Tribal Consultation Policy."
 2. Training: Draft Mortgage Land Lease Agreement by Denise Chee
 3. Executive Session
- X. Schedule Next Board of Commission Meeting
- XI. Adjourn

MINUTES

Pueblo of Acoma Housing Authority Board of Commission Meeting
Wednesday, December 14, 1999
Sky City Casino Banquet Room

ITEM I. CALL TO ORDER

Meeting was called to order at 4:24 PM by Chairman Harold Felipe

ITEM II. INVOCATION

ITEM III. ROLL CALL

Roll call was made with the following present:

- Harold Felipe, Chairman
- Tim Chavez, Vice Chairman
- Carleen Chino, Secretary
- Staff: Raymond Concho, Sr. JN.
- Gwen Garcia, AdminAssistant
- Geri Vallo, HOC II
- Rose Histia, HOC I

DRAFT

Guest(s): Denise Chee, Legal Attorney

ITEM IV. APPROVE AGENDA

Motion to approve agenda with corrections was made by Commissioner Chino, seconded by Vice Chairman Chavez, motion carries.

ITEM V. APPROVE MINUTES

Motion to approve minutes of November 6 & 7, 1999 was made by Commissioner Chino, seconded by Vice Chairman Chavez, motion carries.

Minutes of the Special BOC Meeting held on November 22, 1999, were noted as discussion only.

ITEM VI. ANNOUNCEMENTS

1. Acoma Employee Christmas Dinner & Dance, December 23, 1999 @ the Inn in Grants, NM
2. Southwest Indian Housing Association Annual Meeting, January 11-14, 2000 in Scottsdale, AZ

ITEM VII. REPORTS

1. Executive Director's Report

DRAFT

Executive Director Raymond Concho, Jr., provided the attached report to the Commission (report attached). Discussion began on the following items:

- ❖ Administration – Jonathan McKinney, a Dartmouth College student intern will be volunteering services on December 15-31, 1999 and February 7 – March 21, 2000. He will be helping to prepare PAHA's newsletter and public relations.
- ❖ The FY 1998 Audit is ongoing. A report will be available in Spring 2000. PAHA will be able to respond with corrections. Gordon Stasiak of HDS is to meet with the auditors at 9 AM tomorrow on the payment collection system. It was reported that only five (5) findings were reported by the auditors. This demonstrates that we have a sound housing authority in place. Vice Chairman Chavez requested a year end update on TAR balances beginning with the initial amount and comparing the reductions to date.
- ❖ A goal of a \$200,000 in the reduction in TARs will be made by March 2001. The Collection & Evictions Policies are in place and have been used to begin the process of collecting on TARs. Court hearings on the Notice of Termination & Evictions will begin in January 2000.
- ❖ A copy of PAHA's Annual Performance Report (APR) has been shared with the Tribal Administration, Council and BOC.
- ❖ The status of Project Number NM79-07 is still in arbitration. One (1) is hindering the closure of this project as well as the issue of Indirect Cost Services (IDC).
- ❖ Mr. Concho reported that the Reauthorization of NAHASDA & Block Grants and their funding formulas will be re-evaluated.
- ❖ HOC I & II to be attending a Mortgage training in San Antonio, TX from January 9-13, 2000. Their job descriptions will be remodified to include mortgaging activities.
- ❖ The Tribal Attorney, Ann Rogers had some questions/concerns on the Mortgage Code, she will provide those concerns in writing to the Tribal Secretary for include if any as amendments to the approved Mortgage Code.
- ❖ NAIHC Board of Director's quarterly meeting is January 10-11, 2000 in Phoenix, AZ; SWIHA quarterly meeting is January 11-14, 2000 in Scottsdale, AZ; the Amerind Risk Management Corporation Board of Directors quarterly meetings are scheduled for January 16-20, 2000 in Honolulu, Hawaii. Executive Director is requesting travel approval to attend the meetings mentioned above.

Motion to accept the Executive Director's report was made by Vice Chairman Chavez, seconded by Commissioner Chino, motion carries.

2. Tribal Council Report

Chairman Harold Felipe reported that on November 23, 1999 the Acoma Tribal Council approved the Mortgage Code. Chairman Felipe commended the PAHA staff and the BOC for their input into the Mortgage Code's development and approval. Mr. Concho was key in convincing the Tribal Council of the importance of the Mortgage Code in helping to address the needs of the Acoma

people. Chairman Felipe recommended that the PAHA staff provide training and/or reiterate information on PAHA issues and the Mortgage Code to the Tribal Council and any new councilmen at the beginning of the year.

ITEM VIII. OLD BUSINESS

1. NONE

ITEM IX. NEW BUSINESS

1. HUD letter requesting tribal representation to draft proposed "Tribal Consultation Policy"
Mr. Concho presented the letter to the BOC from HUD requesting tribal representation to participate in a work group that will draft a tribal consultation policy discussion paper. Tribal comments and recommendations will be the basis for drafting the new consultation policy. The preliminary draft policy discussion paper will incorporate recommendations received from tribal leaders in the regional meetings and will note alternatives for consultation procedures raised by tribes. The BOC accepted Mr. Concho's recommendation to allow Ms. Denise Chee to represent the Pueblo of Acoma.
2. Training: Draft Mortgage Land Lease Agreement by Denise Chee
Legal Attorney, Denise Chee provided the BOC with a quick, but brief interpretation of the residential/land lease agreement. The BOC requested additional training on the agreement at another time with Ms. Chee.

****Dinner Recess @ 6:10 PM**

****BOC Meeting reconvened @ 12:45 PM on Wednesday, December 15, 1999 at Sky City Casino.**

3. Executive Session

Motion to enter into Executive Session was made by Vice Chairman Chavez, seconded by Commissioner Chino, motion carries. Executive Session @ 12:46 PM. Agenda item was Personnel/Travel Issues.

Motion to exit out of Executive Session was made by Commissioner Chino, seconded by Vice Chairman Chavez, motion carries. Out of Executive Session @ 1:50 PM

Motion to deny the travel request of Executive Director to the NAIHC, SWIHA and AMERIND Meetings, was made by Vice Chairman Chavez, seconded by Commissioner Chino, motion carries.

Executive Director recommends to grant PAHA employees gift certificates as incentive awards for a job well done in developing and assisting in PAHA's 1999 activities. The gift certificates will be taken out of the discretionary funds collected from private financial resources. Motion to approve \$50.00 gift certificates as incentive awards to the PAHA staff using the discretionary funds collected from private financial resources, was made by Vice Chairman Chavez, seconded by Commissioner Chino, motion carries.

ITEM X. NEXT BOARD OF COMMISSION MEETING: Tuesday, January 11, 2000 @ 6:30 PM

ITEM XI. ADJOURN

Motion to adjourn meeting was made by Commissioner Chino, seconded by Commissioner Chavez, motion carries, adjourned @ PM on Wednesday, December 15, 1999.

Respectfully submitted,

Carleen Chino, Commissioner/Secretary

APPROVED:

Harold Felipe, Chairman

Timothy J. Chavez, Vice Chairman

Carleen Chino, Commissioner/Secretary