

PUEBLO OF ACOMA HOUSING AUTHORITY BOARD OF COMMISSIONERS ANNUAL MEETING
Board of Commissioner Conference Room
Acomita, New Mexico
December 16, 1998
SIGN-IN SHEET

BOARD OF COMMISSIONERS

Marvis Aragon, Jr., Chairman

Marvis Aragon Jr.

Jackie Torivio, Vice-Chairperson

Jackie Torivio

Harold Felipe, Secretary

Harold Fel.

Carleen Chino, Commissioner

Timothy J. Chavez, Commissioner

PAHA STAFF

Raymond J. Concho, Jr., Executive Director

Raymond J. Concho Jr.

Derek Valdo, Development Specialist

~~B. Gregory Histia, DEP Director~~

Rose Histia, HOC I

Valerie Lucero, Administrative Assistant

Valerie Lucero

A. Marie Garcia, Secretary/Receptionist

Maria Mirabal, HOC II

Anthony Concho, Recreation Specialist

Dennis Lorenzo, Healthy Nations Cood.

TRIBAL ADMINISTRATION

Joe Aragon, Jr., Councilman, Ex-officio

Daniel L. Sanchez, Tribal Sec., Ex-officio

Meeting Adjourned At 5:45pm

AGENDA

Pueblo of Acoma Housing Authority Board of Commissioners ANNUAL Meeting
Pueblo of Acoma Housing Authority Board Room
Acomita, New Mexico
December 16, 1998
10:00 a.m.

- I. Call to Order
- II. Invocation
- III. Roll Call
- IV. Approve Agenda
- V. Read & Approve Minutes
 1. September 8, 1998 - Regular BOC Meeting
 2. November 10, 1998 - Regular BOC Meeting
 3. December 12, 1998 - SPECIAL BOC Meeting
- VI. Announcements
- VII. Reports
 1. Executive Director's Report
- VIII. Old Business
 1. Resolution Adopting Admissions & Occupancy policies
 2. Resolution Adopting Collection & Eviction policies
 3. Annual Performance Report
 4. FY-1997 Audit Update
- IX. New Business
 1. Election of PAHA BOC Officers
 2. *E/D's Annual Performance evaluation*
- X. Schedule Next Board of Commissioners Meeting
- XI. Adjourn

NOTE: The Pueblo of Acoma Tribal Council will meet with PAHA BOC and Staff today to discuss several items. At such time, the PAHA BOC meeting will recess.

MINUTES

Pueblo of Acoma Housing Authority Board of Commissioners Annual Meeting
Pueblo of Acoma Housing Authority Board Room
Acomita, New Mexico
December 16, 1998

Item I. Call To Order

Meeting was called to order at 12:02 p.m. Chairman Aragon informed Board of Commissioners of possibly being called out of meeting to attend Tribal Council meeting.

Item II. Invocation

Item III. Roll Call

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

Marvis Aragon, Jr., Chairman
Jackie Torivio, Vice-chairperson
Harold Felipe, Secretary
Raymond J. Concho, Jr., Executive Director
Valerie Lucero, Administrative Assistant

Item IV. Approve Agenda

Raymond will reiterate announcements from BOC meeting on December 12, 1998.

Secretary Felipe had some concerns about adopting and passing resolutions under Old Business. BOC has not yet finished reviewing and making changes. Board will discuss when we get to Old Business.

Vice-chairperson Torivio questioned whether BOC was going to conduct election of officers, if other BOCs aren't present. Can they other BOCs be voted upon if they aren't present?

Chairman Aragon stated that is does not state anywhere in the bylaws that all BOCs need to be present at meeting to do elections and it also does not state that BOCs who are absent couldn't be voted upon.

Chairman Aragon would like to add to Item IX. 2. Executive Director's Annual Performance Evaluation.

Motion to approve agenda was made by Secretary Felipe, second by Vice-chairperson Torivio. All in favor, motion carried

Item V. Read and Approve Minutes

1. September 8, 1998 - Meeting minutes were amended. Motion to approve minutes was made by Vice-chairperson Torivio, second by Secretary Felipe. All in favor, motion carried.

2. November 10, 1998 - Meeting minutes were tabled until available.

3. December 12, 1998 - Meeting minutes were amended. Motion to approve minutes was made by Secretary Felipe, second by Vice-chairperson Torivio. All in favor, motion carried.

Item VI. Announcements

Raymond J. Concho, Jr. reiterated announcements from December 12, 1998 BOC meeting.

Item VII. Reports

1. Executive Director's Report - Also noted: Secretary Felipe asked Raymond where advertisements for activities are made? Raymond responded that advertisements are made locally and schools (SCCS, Laguna, Grants and St. Joseph's). Secretary Felipe suggested that PAHA do advertisements in the Casino's newsletter.

The Board would like to delegate a task to PAHA recommending that PAHA write a letter to Tribal Council regarding road issue to get Preferred units to the Anzac area. Get Tribes support. Write letter from PAHA concurred by PAHA Chairman.

Motion to approve Executive Director's report was made by Secretary Felipe, second by Vice-chairperson Torivio. All in favor, motion carried.

Motion to recess for lunch, was made by Secretary Felipe, second by Vice-chairperson Torivio. Board recessed at 1:55 p.m. All in favor, motion carried.

Motion to reconvene meeting was made by Vice-chairperson Torivio, second by Secretary Felipe. Meeting reconvened at 2:50 p.m. All in favor, motion carried.

Item VIII. Old Business

1. Resolution Adopting Admissions and Occupancy Policies

Chairman Aragon questioned if the Board is comfortable with passing the resolution. Is there enough understanding of the policy.

Vice-chairperson Torivio stated that the resolution should be passed then amend it later.

Secretary Felipe stated that the Board has spent a lot of meeting time reviewing the collections and evictions policy and have not yet reviewed the Admissions and Occupancy Policies. Nevertheless it is imperative that the Board adopt these resolutions and add reserving the right to amend the policies later.

Vice-chairperson Torivio is comfortable with adopting the policies. The admissions and occupancy policy is very detailed. Homebuyers would be able to read and understand the policy, but is this an immediate need to adopt?

Chairman Aragon stated that adopting the Admissions and Occupancy policy is up to the Board. Would like to suggest that the Admissions and Occupancy policy be tabled until a logic chart of how the policy will work becomes available from staff. Would like it available at next BOC meeting to pass resolution.

Raymond suggested that the Board pass the resolution and staff will get the chart to BOC to help them understand the policy. When the chart is produced, it will also help the housing authority to do presentations to the public. PAHA is confident of these policies and is comfortable with getting the resolution passed. A point scale could be an option to go by to help applicants get into a home. A Third Proposal is to get information out to public and get comment.

Vice-Chairperson stated that it may be good to have the public review, but the policy will be taken apart and be set to fit that one person's needs to get into a unit. If that is done the policy is just going to get dragged out and PAHA may end up without a policy.

Chairman Aragon questioned if criteria in specific is addressed in the policy (i.e. marriage)? Does an individual need to be an enrolled member?

Raymond responded that yes it is in the policy.

The Board will adopt the resolution advising staff to orientate the public and get comment. Board is adopting the policy with the condition for public review. Policy will go into effect within 45 days of adoption of resolution.

Motion to Vote on the amended resolution adopting the Admissions and Occupancy Policy was made by Secretary Felipe, second by Vice-chairperson Torivio. All in favor, motion carried. In favor 3, Opposed 0, Abstained 0.

2. Resolution Adopting Collection & Eviction Policies

Changes on effective date need to be made. Policy will go into effect within 45 days of adoption of resolution.

Motion to vote on amended resolution adopting the Collections and Evictions policies was made by Vice-chairperson Torivio, second by Secretary Felipe. All in favor, motion carried. In favor 3, Opposed 0, Abstained 0.

3. Annual Performance Report

Report was given by Raymond J. Concho, Jr., Executive Director.

4. FY-1997 Audit Update

Handouts were provided to the BOC on audit narrative. PAHA will submit correction plan of finds to accounting.

Item IX. New Business

1. Election of PAHA BOC Officers

Motion to table item was made by Secretary Felipe, second by Vice-chairperson Torivio. Item has been tabled to December 30, 1998 - SPECIAL BOC Meeting.

2. Executive Director's Annual Performance Evaluation

Chairman Aragon asked that Mr. Concho do a self-evaluation. The Board will conduct evaluation. Commissioner Chino has copies of last years evaluation. Chairman Aragon asked Mr. Concho to present and complete self-evaluation prior to December 30, 1998 meeting. Would like to have evaluation complete by mid-January.

Item X. Schedule Next Board of Commission Meeting

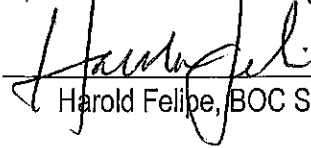
"SPECIAL" BOC meeting set for December 30, 1998 @ 6:30 p.m.

"REGULAR" BOC meeting set for January 15, 1999 @ 6:30 p.m.


Item XI. Adjourn

Motion to adjourn meeting was made by Vice-chairman Torivio, second by Secretary Felipe. All in favor, motion carried. Meeting adjourned at 5:45 p.m.

Respectfully Submitted:


Harold Felipe, BOC Secretary

Approved:


Marvis Aragon, Jr., BOC Chairman


Jackie Torivio, BOC Vice-Chairperson


Carleen Chino, Commissioner


Timothy J. Chavez, Commissioner

