



**PROVIDENCE HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING:
Thursday, October 22, 2020; 5:30 p.m.**

Conference Call Phone Access Dial 888-788-0099 Code 831-1898-2270

In accordance with Executive Order 20-46, the meeting was held entirely by video and telephone conference call. Members and anyone else speaking identified themselves when speaking.

CALL TO ORDER

Chairman Nicolas Retsinas called the meeting to order at 5:35 p.m.

ROLL CALL

Present:

Nicolas Retsinas
Thomas Ryan
Vivian Medina
Jessica Cigna
Lonzie Doggett
Rochelle Lee
Lawrence D'Alfonso
Siri Colom
Marcela Betancur
Mary Kay Harris

Absent:

John Iglizzi

Ten members were present, constituting a quorum to conduct business.

Approval of Minutes:

Chairman Retsinas called for a motion to accept and approve the minutes of the September 24, 2020 meeting. A motion was made by Commissioner D'Alfonso and was seconded by Commissioner Medina. The minutes were approved by unanimous voice vote.

ELECTION OF OFFICERS:

Executive Director Melissa Sanzaro opened the floor for nominations for both Board Chair & Vice Chair.

Nomination and Election of a Board Chair for a two-year term:

Status: Vice Chairman Ryan made a motion to nominate Chairman Retsinas to serve as Board Chair for a two-year term. There were no further nominations.

Votes in favor: Chairman Retsinas, Vice Chairman Ryan, Commissioner Cigna, Doggett, Medina, Lee, D'Alfonso, Colom, Betancur, Harris (10)

Votes opposed: none

Nomination and Election of a Board Vice Chair for a two-year term:

Status: Chairman Retsinas made a motion to nominate Vice Chairman Ryan to serve as Board Vice Chair for a two-year term. There were no further nominations.

Votes in favor: Chairman Retsinas, Vice Chairman Ryan, Commissioner Cigna, Doggett, Medina, Lee, D'Alfonso, Colom, Betancur, Harris (10)

Votes opposed: none

Resident Comments:

None

Resident Services Sub-Committee:

Commissioner Doggett reported on the following updates relating to Resident Services:

- The Boys and Girls Club has resumed programming at Harford Park; 16 children are participating, with three being Hartford Park residents. The Boys and Girls Club at Manton will resume operations in early to mid-November. The Chad Brown Club will be the last to resume operations, expected to be in December. The delays in re-opening were due to stringent and necessary safety requirements set by the State of Rhode Island.
- It is anticipated that the Boys and Girls Club will solicit donations that will support distribution of the holiday food baskets as in previous years. The Property Management staff help in identifying families most in need of holiday food baskets. The Security Department assists in soliciting donations to create holiday food baskets for elders in the high rises.
- The Covid-19 pandemic has created a great deal of trauma for many people and is exacerbating pre-existing trauma or mental health issues & the PHA's new *Building Bridges to Support in the Wake of Covid-19* program is designed to outreach to residents struggling with the Covid-19 experience and will provide support and access to a range treatment options.

Capital Improvements Sub-Committee:

Commissioner D'Alfonso provided the following summary of Capital Improvements Projects:

- A Contract has been awarded to replace the roof at Sunset Village and a low bidder has been identified to replace the roofs on all bldgs. on the Chad Brown Side pending Board approval.
- The roof replacement at 335 Hartford is in progress and is approx. 90% complete.
- The project to replace the apt. and common hallway door locks at Manton Heights will start the 1st week of November; this project was on hold due to COVID.
- A low bidder has been identified to install new security cameras in the elevators and on the exterior of Parenti Villa; this is partially funded through a CDBG grant from the City of Prov. and CFP funds.
- Further information will be provided in the Monthly Management Report.

Budget & Finance Sub-Committee:

Commissioner Cigna updated the board on the following:

Financial Overview

- AMPS: @ September 30 bottom line reflects a YTD operating surplus of **\$51,291**
- COCC: showing an operating surplus of **\$115,218**
- Section 8 Admin: showing an operating surplus of approximately **\$486,531**
- Section 8 HAP: has booked **\$1,432,750** as underspent for FY 2021 YTD.

New Funding Sources Related to COVID 19

- \$75,000 Grant through Strategy and Development to fund food distribution during the crisis
- \$2.54 M CARES Act for Operating Funds
- \$513,800 CARES Act for Section 8 Administrative Fees
- \$542 CARES Act for Mainstream Administrative Fees
- \$34,000 CDBG for food distribution
- \$599,443 Round 2 CARES Act Section 8 Administrative Fees
- \$10,018 Round 2 CARES Act Mainstream Administrative Fees
- \$1,349,437 CARES Act award for HAP for Extraordinary Circumstances
- \$77,112 CARES Act award for Mod Rehab HAP

Contract Updates

- Delta Mechanical – Fire Protection System @ Hartford Tower – 335 Hartford Ave - \$1,653,900. Funding Source is the 2017 Bond Proceeds. **Payments processed: \$1,537,289.99 to date**
- Otis Elevator – Elevator Modernization @ Kilmartin Plaza. Funding Source is Bond. Contract total: \$485,000 plus Change Order \$120,025.25 = \$605,025.25. **Payments processed: \$106,701.75 total to date**
- Otis Elevator – Elevator Modernization @ Dexter Manor. Funding Source is Bond. Contract total: \$831,000 **Payments processed: \$00.00 total to date**
- Ahlborg Construction- HP Exterior Renovations - Funding Source CFP 50118. Contract total is \$339,000. **Payments processed: \$96,525 total to date**
- Martone Construction – Scattered Sites Exterior Renovations – Funding Source CFP 50118. Contract total is \$364,570. **Payments processed: \$00.00 total to date**
- Focus Technology – Managed IT Services – Funding Source is OPS/COCC. Contract total is \$143,964. **Payments processed: \$86,966.00 total to date**
- Sole Source Construction – Scattered Sites Porch Rebuilt @ 3 Duplexes. Funding source is CFP 50118. Contract total is \$144,400. Change order for \$72,800. New Contract total is \$217,200. **Payments processed: \$00.00 total to date**
- NES Solutions Security- Additional Security for High Rises due to COVID. Contract total is for \$443,040. Funding source is Ops. Payments processed: **Payments processed: \$314,555.23 total to date**
- PuroClean – COVID related cleaning of high touch common areas in high rises. Funding Source is Ops. Contract total is for \$757,200. **Payments processed: \$357,600 total to date**
- Commercial Roofing - Remove and Replace Roof Hartford Park Tower. Funding Source is CFP 50118. Contract total is \$523,000. **Payments processed: \$00.00 total to date**
- A & M Sheet Metal and Roofing – Replace roof at Sunset Village. Funding source is CFP 50119. Contract total is \$398,300. **Payments processed: \$00.00 total to date**

Executive Director Report:

Director Sanzaro updated the Board on the following items:

1. **PRESENTATION: STRATEGIC PLANNING & NEW LANDLORD INCENTIVE PROGRAM**
Presented by Peter Asen, & Michelle Booth from the Strategy & Development Office.
 - Update on the PHA's new 5-Year Strategic Plan and process
 - The PHA's new Section 8 Landlord virtual Training program and new incentive program for new landlords
2. **COVID-19 TESTING UPDATE:**
 - a) In September and October, the PHA tested all the family developments with Lifespan's Office of Community Health. For the first time, the PHA/Lifespan team offered testing to children over the age of 4 years old. The PHA/Lifespan also paired flu shots with the COVID testing.
 - b) Summary:
 - Total Tests in family developments: 373
 - Number of Children tested: 64
 - Number of Positives/4.5%: 17 (6 from HP and 6 from Chad)
 - Average participation rates lower than high-rises: 18% compared to average of 50% in HR
 - Number of flu shots provided: 236
 - The PHA's testing efforts have reached 1,208.
 - c) The PHA has also confirmed the retesting of all the PHA elderly and elderly disabled high-rises.
3. **COVID-19's VIRUS IMPACT ON EMPLOYEES:**
 - a) Within the workforce, the number of PHA employee testing and positive cases have increased. The PHA is working diligently and is responsible to conduct case tracing in addition to the Department of Health's case tracing. To date, none of the positive cases among employees have been traced back to work.

- b) Employees can test to monitor their health or if they have been exposed and/or exhibiting symptoms.
- 4. **PROJECT BASED VOUCHER'S & MAINSTREAM UPDATE:**
 - a) The Office of Strategy & Development applied to HUD for 75 additional Mainstream vouchers in the beginning of the month. If we are awarded all of these our total program size would grow from 65 to 140.
 - b) The PHA would like to return to the focus on expanding the Project Based Voucher resources in the City of Providence by beginning another competitive process. Management intends to begin working on developing and releasing another Project Based Voucher Request for Proposals in the community.
- 5. **NEW YOUTH PROGRAM PILOT AT CHAD BROWN:**
 - a) The PHA has been interested in building capacity in youth programming in general, this is in the Strategic Plan as an important part of offering opportunities for bright and vibrant futures. Funding has been scarce, COVID-19 pushed the PHA team and outside collaborators to begin a Youth Life Skills Program at Chad Brown with kids who were out of school and the market uptick in violence.
 - b) The PHA utilized its Resident Services Department's comprehensive resources so the staff was joined by the Security Department and 2 outside volunteers, a RI probation and parole officer for youth, and professional basketball player.
 - c) This 8-week PILOT program is taking place at Chad Brown for youth ages 11 to 16 with a carefully designed curriculum including identity and goal setting exercises, career exploration, financial literacy, wellness/nutrition, job readiness, conflict resolution and basketball.
 - d) Safety protocols are in place. Temperature and health screening, spacing, aeration of Chad Brown gym and masks are required.
- 6. **PARTNERSHIPS & COLLABORATIONS:**
 - a) Partner conversations and meetings regarding the youth pilot include the RI Training School's Executive Director, which is connected to DCYF. Probation and parole. Also interested is the Providence Police Department Chief of Police, the Institute of Non Violence and the YMCA.
 - b) The RI Department of Health's Office of Health Equity reached out to the PHA this week to discuss a new & faster way to test for COVID-19 and get results in 15 minutes. This rapid result test called BinaxNOW. This is in the preliminary stages and approvals are still pending at RI Department of Health.

Replacement of roofs at Chad Brown by Martone Service Company, Inc Cost: \$1,089,460:

Status: Vice Chairman Ryan made a motion and Commissioner Medina seconded the motion.

Votes in favor: Chairman Retsinas, Vice Chairman Ryan, Commissioner Cigna, Doggett, Medina, Lee, D'Alfonso, Colom, Betancur, Harris (10)

Votes opposed: none

Security Detail for Dexter, Carroll and Parenti Sprinkler Projects by NESCTC Security. Cost: \$107,502:

Status: Commissioner Cigna made a motion and Commissioner Medina seconded the motion.

Votes in favor: Chairman Retsinas, Vice Chairman Ryan, Commissioner Cigna, Doggett, Medina, Lee, D'Alfonso, Colom, Betancur, Harris (10)

Votes opposed: none

PRESENTATION: Barbara Jordan II Development:

Presented by Sharon Morris, Omni Development and Ralph Cole and Elizabeth Schuster, Wingate Companies.

The presenters shared background on their proposed development and a request to the PHA for eight project based vouchers.

RESOLUTION 4299: Award of eight (8) project-based vouchers for Joseph Caffey Apartments:

Status: Commissioner Harris made a motion and Commissioner D'Alfonso seconded the motion.
Votes in favor: Chairman Retsinas, Vice Chairman Ryan, Commissioner Cigna, Doggett, Medina, Lee, D'Alfonso, Colom, Betancur, Harris (10)
Votes opposed: none

Adjournment:

Commissioner D'Alfonso made a motion that the meeting be adjourned at 6:50pm, seconded by Vice Chairman Ryan. The motion was approved by unanimous voice vote.

Minutes Submitted and Approved By:

Taisha Capo
Recording Secretary

Melissa Sanzaro
Executive Director

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