

Yolo County Housing
Yolo County, California

December 17, 2009

MINUTES

Yolo County Housing met on the 17th day of December, 2009 at a special meeting in its Chambers in the Erwin Meier Administration Center, 625 Court Street, Woodland, California at 3:00 p.m. Present were Commissioners Rexroad, Provenza, Chamberlain, McGowan, Thomson, and Toney. Commissioner Garnes was absent. Chairwoman Thomson presided. Lisa A. Baker, Executive Director and Sonia Cortés, Agency Counsel, were present.

Agenda Item No. 1.01
Pledge of Allegiance

This meeting of the Board of Commissioners commenced with the Pledge of Allegiance.

Commissioner McGowan stepped away from the dais.

Agenda Item No. 1.02
Approval of the Agenda

Minute Order No. 09-51: Approved the agenda for this meeting as submitted.

MOTION: Rexroad. SECOND: Chamberlain. AYES: Rexroad, Provenza, Chamberlain, Thomson, Toney. ABSENT: McGowan, Garnes.

Commissioner McGowan returned to the dais.

Agenda Item No. 1.03
Public Comment

The Chair invited individuals of the public to make statements on matters relating to Yolo County Housing business. There was no public comment.

Agenda Item No. 2.01
Consent Agenda

Minute Order No. 09-52: Acted on the Consent Agenda as follows:

2.01 Approved the minutes of the Yolo County Housing meeting of October 1, 2009.

2.02 Approved and authorized the Chair to sign **Resolution No. 09-19** accepting American Recovery and Reinvestment Act (ARRA) Capital Fund Formula Grant from HUD and authorized the Executive Director to execute all required documents related to the award.

2.03 Approved and authorized the Chair to sign **Resolution No. 09-20** approving the revision to

Signature Authority contained in Resolution No. 09-08 that was approved at the May 7, 2009 meeting.

- 2.04 Received and filed the Progress Report to the U.S. Department of Housing and Urban Development (HUD) on the Memorandum of Agreement.
- 2.05 Received and filed the financial report for quarter ending September 30, 2009.
- 2.06 Approved the proposed calendar of meetings for the Yolo County Housing for calendar year 2010.
- 2.07 Received and filed the letter from Congressman Wally Herger regarding funding for the Housing Choice Voucher Program.
- 2.08 Received and filed the correspondence from the National Association of Housing and Redevelopment Officials (NAHRO).

MOTION: Rexroad. SECOND: McGowan. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 3.01
Driver Selection and
Vehicle Use Guidelines

Minute Order No. 09-53: Approved the proposed Yolo County Housing Driver Selection and Vehicle Use Guidelines.

MOTION: Rexroad. SECOND: Toney. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 3.02
504 Compliance and Transition Plan

Minute Order No. 09-54: Adopted the Yolo County Housing 504 compliance and Transition Plan (504 Plan) as an interim policy and directed the Executive Director to work with Legal Services of Northern California for a final policy and return to the Board of Commissioners for adoption. Authorized the Executive Director to implement.

Gillian Sonrad of the Legal Services of Northern California addressed the Board of Commissioners regarding Agenda Items 3.02 and 3.03.

MOTION: Provenza. SECOND: Rexroad. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 3.03
Language Assistance Plan

Minute Order No. 09-55: Adopted the Yolo County Housing Language Assistance Plan (LAP) for Limited English Proficiency (LEP) persons as an interim policy and directed the Executive Director to work with Legal Services of Northern California for a final policy and return to the Board of Commissioners for adoption. Authorized the Executive Director to implement.

Gillian Sonrad of the Legal Services of Northern California addressed the Board of Commissioners regarding Agenda Items 3.02 and 3.03.

MOTION: Provenza. SECOND: Rexroad. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 3.04
Memorandum of Understanding

Minute Order No. 09-56: Approved and authorized the Chair to sign **Agreement No. 09-117**, Memorandum of Understanding with Yolo County Alcohol, Drug and Mental Health and authorized the Executive Director to execute the MOU.

MOTION: Rexroad. SECOND: Provenza. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 3.05
Vouchers

Received oral report from Executive Director on Status of Vouchers.

Agenda Item No. 3.06
Executive Director Comments

Received comments from the Executive Director, Lisa Baker, who addressed the Board of Commissioners and provided an update on the following issues:

- Phase I of the 2007-2008 Capital Fund Improvement and Winters completed. Work included removal and replacement of roofing, dry rot repair, installation of gutters and downspouts, installation of splash blocks, painting of water storage tanks and piping and installation of ridge venting and new roofs.
- Phase II is on hold until delivery of backup generators in February/March 2010.
- Yolo County worked with YCH in providing training to their staff as a cost saving measure, so as a way to give back, YCH is providing training to both Yolo County and YCH employees. The recent classes they offered were a success.
- On November 30th, YCH hosted the City of Winters Hispanic Advisory Committee meeting this month at the Winters site. The meeting was well attended and several topics were

- discussed to better the community.
- TANA opening with a community open house that was held last Friday night for YCH residents, youth and the Woodland community and well over 100 people attended (in the rain!).
 - Partnered with the Department of Social Services and the Marine Corps to provide Toys for Tots for 60 Woodland and Winters families.
 - Woodland Ecumenical Ministries donated 30 turkeys for Woodland residents and Yolo Interfaith Immigration Network donated 30 turkeys and food boxes for Winters residents.

Agenda Item No. 3.07

Board of Commissioners Comments

Received comments from the Board of Commissioners. Commissioner Thomson extended her thanks to Lisa for the two new homes she recently visited and extended an invitation to see them before they were occupied. Commissioner Toney wished to donate a signed Dolores Huerta poster she received and requested it be hung within the organization, preferably at one of the Migrant Centers.

Recessed this meeting of the Yolo County Housing at 3:30 p.m. into Closed Session on the following matter:

Public Employee Performance Evaluation

Position Title: Executive Director

As provided by the employment agreement of the Executive Director, Chairwoman Thomson reported that due to the superior performance of Lisa A. Baker, the Board had unanimously approved for her a five percent merit increase and additional salary in the amount of \$5,000.

Adjournment

Adjourned this meeting of the Yolo County Housing at 3:55 p.m.

Helen Thomson, Chairwoman
Yolo County Housing

Julie Dachtler, Deputy Clerk of the Board

