

# RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

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August 10, 2022, Minutes of the Electronic Property Management and Assisted Housing Board Committee Meeting

## Attendance

**Commissioners:** Patrice Shelton, Chairperson; Eddie L. Jackson, Jr.; Barrett Hardiman

**Committee Members:** Stephanie Carrington; Joy Robinson

**Staff:** Sheila Hill-Christian, Interim Chief Operating Officer (CEO); Kenyatta Green, Senior Vice President (SVP) of Affordable Housing Operations; Charles William, Vice President of Public Housing; Angela Fountain, Vice President (VP) of Communications and Public Relations; Fatimah Smothers-Hargrove, Vice President (VP) of Housing Choice Voucher Program(HCVP) and Tenant Selection Office (TSO); Ben Titter, Executive Vice President (EVP) and General Counsel; Tonise Webb, Associate General Counsel; Shannon Sterling, Interim Controller; Desi Wynter, Vice President (VP) of Real Estate and Community Development; Alicia Garcia, Vice President (VP) of Real Estate and Community Development; Marty Harrison, Vice President (VP) of Public Safety; Wanda Daniel, Program Manager; Brett Brooks, Housing Choice Voucher Program Supervisor; Calandra Trotter, Housing Compliance Officer; Monte Gayles, Executive Team Assistant; Leondra Brown Turner, Executive Team Assistant

The “electronic” meeting of Property Management and Assisted Housing Board Committee began at 9:30 a.m. with use of a video conferencing platform in Richmond, Virginia.

## **A. Opening Comments**

Commissioner Shelton opened the meeting with formal greetings to all Board members and staff.

## **B. General Council Comments**

RRHA’s Associate General Counsel Webb confirmed that a quorum was established.

Associate General Counsel Webb offered an opening statement about the legal basis for the electronic meeting.

## **C. Approval of Minutes**

Committee Member Robinson motioned for the approval of the minutes and was seconded by Committee Member Carrington. Hearing no comments or questions, the motion was unanimously carried.

## **D. Updates**

### **1. Follow up from July Meeting**

VP Williams addressed updates from last month’s meeting that included the towing process which is going well; however, currently there are no available afterhours nor weekend options. During these timeframes management staff is not available to write the citations and a 48-hour notice is required.

Commissioner Shelton inquired if the afterhours and weekend towing require a special contract.

VP Williams confirmed that it does and that RRHA does not currently have a special contract in place.

Committee Member Carrington inquired if weekend towing is enforced will residents still receive notification.

VP Williams confirmed that notification would be provided 48 hours in advance of towing.

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SVP Green informed in following the 48-hour notice process, notification received on a Thursday will still allow for weekend towing though the management offices will not reopen until Monday. When looking into contracts moving forward, these type issues can be addressed in determining how the final contract will look.

Commissioner Shelton iterated afterhours and weekends are times in which a lot a damage can occur and safety is always a concern.

Follow-up discussion to occur offline.

## **2. Lease Enforcement**

VP Williams informed in May staff focused on resident with a delinquent balance of \$5000.00 or more. In June the focus was \$1,000.00-\$4,999.00, last month's was \$500.00-\$999.00. This month's focus is \$51.00-\$499.00. Only residents without a rent relief application or signed repayment agreement have been notified regarding lease enforcement, either a late notice or an unlawful detainer. Last month 38 late notices were mailed and only 1 unlawful detainer. To date 34 repayment agreements have been signed.

## **3. Real Estate Assessment Center (REAC)**

VP Williams informed that the REAC inspection for Hillside took place August 1<sup>st</sup> and 2<sup>nd</sup>. Creighton's on August 2<sup>nd</sup> and 3<sup>rd</sup> and Hillside's occurred August 4<sup>th</sup> and 5<sup>th</sup>. Hillside and Fairfield both received a score of 80 which is major for the sites and the Agency. This comes with a 1-year exemption and will have a positive impact on RRHA's Financial Assessment Subsystem (FASS) score. Creighton is awaiting it's score because the Inspector inadvertently inspected one unit twice. The scores thus far are a remarkable accomplishment when factoring in the impact of COVID, staffing shortages and the age of the properties.

SVP Green expressed that VP Williams did an amazing job and was commended for utilizing available resources with a depleted staff. A celebration will be planned for staff regarding this achievement.

Commissioner Shelton commended staff's hard work and commended their efforts for pre-checking with residents and reiterating the importance of the REAC inspections. This reflects a positive partnership.

VP Williams addressed a question from last month's meeting regarding work orders entered for REAC. Work orders are entered after every inspection after which an Exigent Health and Safety Notification form is received. This involves repairs that have to be completed within a 24-hour timeframe. Once the repairs are made and data is entered into the system the mitigation can be viewed and the database is adjusted. After which the score is normally released.

## **4. Public Safety**

VP Harrison provided crime updates for the Big 6. There is a 20% decrease in homicides; however, violent crime by use of a firearm is up by 3%. Property crime has also increased and is being experienced by the entire City. The primary cause is delivered packages being stolen. Violent crime overall is down. There will be an increase in walking the Communities and the next pop up will be held in Gilpin Court. The referral process thus far this year consists of 380 residents of which some have committed crimes, have been the victim of fraud or have conflict resolution issues as far as public safety is concerned.

SVP Green informed that additional information regarding the referral process is forthcoming. Staff will ensure that resources with the Richmond Police Department (RPD) is being maximized and that RRHA residents can continue to be housed because the goal is not to terminate families.

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Commissioner Shelton inquired about how the referrals are obtained.

VP Harrison informed the referrals typically come from the Management Office(s) and Police Department. When a crime is committed on RRHA property a report is received from the RPD liaison, which is reviewed. From the review a meeting with the impacted resident is held at the Management Office and determination is made if there is a need to write up a referral. Based on the nature, some incidents can be reported anonymously. Residents can also report such matters directly and contact information is openly available. Pop-up events have been occurring, which allows staff, members of RPD and the Fire Department to go door to door. Business cards are given out and or left in doors so that RRHA residents have accurate contact information.

## **5. Leadership Academy**

Project Manager Daniel provided an updates on the various activities for Cohort 1 & 2. All age groups (8-18) participated in clean-up projects within their communities. Cyber Security training with Virginia Union University (VUU) was conducted with the emphasis on teens being safe online and was conducted in the Calhoun Center Computer lab. The older participants also toured VUU. Six youth volunteered for the Village Celebration. A beautification project with J&G Workforce was held in the Fairfield Community and a neighborhood clean-up and distribution of emergency kits was conducted in the Gilpin Community. Youth from the Gilpin and Whitcomb Communities went on a nature trip to Maymount Park Practicing healthy behaviors work with staff from Virginia Commonwealth University (VCU) was held. A workshop on depression and social media was hosted by Jewish Family Services for the Mosby participants and they had a movie day. Vision boards for developing a plan for the future after high school were created. An exercise workshop on perseverance was held. A field trip, sponsored by VUU, to the African American History Museum (Washington, D.C.) is scheduled for tomorrow. A final closing ceremony will be held on August 19<sup>th</sup> at which time Shinning Stars of the program (based on attendance, behavior and attitude) and will include a trip to Kings Dominion. Staff has been phenomenal.

Commissioner Shelton acknowledged the success of the program.

## **E. Next Meeting**

September 14, 2022, 9:30 a.m.

## **F. Closing Remarks**

Interim CEO Hill-Christian commended VP Williams and maintenance staff for the effort put forth regarding the REAC inspections and the "can do" attitude of the team. Looking forward to an update from maintenance next month.

Commissioner Shelton recognized the great work that is being done and for the success stories that have been shared with the community, other staff and other Board members.

Project Manager Daniel informed that the Village Celebration for RRHA high school graduates going off to college want to thank everyone who played a part in the event.

Commissioner Jackson shared that there is a sense of change on the horizon and that RRHA's youth tenants have a vision with a lot of promise together they can be shown the pathways to success. This will help the Agency and most importantly it will help those families, of which many will be lifted out of their current situation, see what they have been and hoping for change. Committed to helping to bring about change and especially love working with the youth.

Commissioner Shelton thanked staff for the work effort.

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