

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

November 9, 2023, Minutes of the Electronic Property Management and Assisted Housing Board Committee Meeting

Attendance

Commissioners: Chair Of The Board Commissioner Bill Johnson Jr.; Vice Chair of the Board Commissioner Pitchford.; Commissioner Veronica Blount

Committee Members: Joy Robinson, Patrice Shelton,

Staff: Steven Nesmith, Chief Executive Officer (CEO); Kenyatta Green, Senior Vice President of Affordable Housing (SVP); Charles Williams, Vice President (VP) of Public Housing; Angela Fountain, Vice President of Communications; Tiana Parker Executive Administrative Assistant.

The “in person” meeting of Property Management and Assisted Housing Board Committee began at 5:30p.m. at 600 E Broad Street with use of a video conferencing platform in Richmond, Virginia.

A. Opening Comments

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

B. General Council Comments

Quorum was established.

C. Approval of Minutes

September 12, 2023, and October 12, 2023minutes were approved by board members.

D. Action Items Follow up.

1. Lease Enforcement

SVP Kenyatta Green stated as of month as of November 9th, we have 1,613 families with an age receivable balance of \$51 or more, which is an increase of eight families the month of October. There is a total age receivable balance of 2.7million dollars, which is an increase of about \$29,000 from October. The next few weeks, families with the balance of \$51 or more will receive a 30-day notice. This notice will initiate the lease, of course, by process, but we're still allowing families the opportunity to sign up for a repayment agreement if they are eligible or pay balance in full.

2.) Maintenance ION Radio Demonstration

VP Charles Williams stated the last two weeks' staff has been trained to prepare for the soft roll out of the ION Radio demonstration. The training consisted of closing out work orders, inventory management and much more. The training took place for supervisors, support specialists, and maintenance specialists. Staff were also allowed to use the device for practice. The first site to use the device will be Creighton Court and the others will begin in the next couple of months. The call center message will inform tenants staff will be taking pictures of before and after repairs.

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B. New Business

HUD INSPIRE – (National Standard for Inspection of Public Housing Units)

- 1.) CEO Steven Nesmith stated this is a new standard for inspecting public housing units. HUD has approved the new standard of inspection. SVP Kenyatta stated inspection will begin in November to make sure units are in a good condition.

- 2.) **Closing Remarks**

A. Next Meeting

January 11, 2023