

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Monday, March 17, 2020 at the office of the South Pittsburg Housing Authority.

Chairman Bill Lawrence chaired the Board, conducted roll call and called the meeting to order with the following members present:

Bill Lawrence, Chairperson
Jane Pellam, Vice Chairperson
Shannon Duggar; Commissioner
Mary Faye Payne, Commissioner (absent)
Sarah Gaines; Commissioner (absent)

Also present was Executive Director, Lisa Bradford, PHM Jessica Kelley and Attorney Sarah Willis.

The Chairman declared a quorum present and the meeting was open for business.

Chairman Bill Lawrence made a motion to approve the board agenda for the March 17, 2020 meeting. The motion was seconded by Vice Chairman Jane Pellam. All were in favor of approving the board agenda and the motion carried.

Chairman Bill Lawrence made a motion to approve the February minutes. The motion was seconded by Commissioner Shannon Duggar. All were in favor of approving the March regularly scheduled meeting minutes and the motion carried.

Chairman Bill Lawrence made a motion to approve the February financials. The motion was seconded by Vice Chairman Jane Pellam. All were in favor and the motion carried.

Old Business:

There was no old business to be discussed at the March meeting.

New Business:

The only item under new business for the March meeting was the approval of the FY 2020 SPHA Agency Plan/ Annual Statement and EPIC 2020-2024 Five-Year Plan. Lisa Bradford explained that this was an Annual requirement by HUD and it lays out what the plans are with the money that we receive from HUD over the next Five years. In addition, she explained that the items that is listed throughout the plan can be moved depending on what is needed for that year, as long as it is in the plan. She also notified the board that she had already began the process of using the rest of the 2019 money and 2020 to replace all new storm doors in front and rear of every unit. Vice Chairman Jane

Pellam made a motion to approve the Agency Plan. The motion was seconded by Commissioner Shannon Duggar. All were in favor-Aye and the motion was carried.

Commission Reports, Comments, Questions:

Mrs. Bradford stated that we had a new location sign in the front of the building that looks great.

Lisa Bradford stated that due to the COVID-19 pandemic, the REAC Inspection for Chester Powell that was scheduled for Wednesday; March 18, 2020 had been cancelled and postponed until further notice. Also, the Complete Count Committee and the Census event that was scheduled for the SCAC for Saturday was also cancelled.

Lisa Bradford explained to the board that there had been two new hires with the SPHA, Kathy White and James Schmidt. The SPHA staff is very happy to have both and believe that they will bring a lot of hard work and joy into both offices.

Lastly, Lisa Bradford explained that due to both a National and State of Emergency regarding the COVID-19 (Coronavirus) that the City of SP and all County offices and courts would be closing to all in-person business as a way to try and prevent the spread of the virus. With that, Mrs. Bradford suggested that the SPHA office close to in-person business, reschedule recertifications, close the waiting list, and limit maintenance to Emergency work orders only. The board added to request residents to leave the unit while work is being performed, as well as purchase a disinfectant sprayers, along with gloves and masks. Based on those requests, Vice Chairman Jane Pellam made a motion to approve all requests as described to help and curve the spread of the virus to keep residents and employees safe. The motion was seconded by Chairman Bill Lawrence. All were in favor-Aye and the motion was so ordered.

Adjournment:

After no further business to be brought before the board, Chairman Bill Lawrence made a motion to adjourn the meeting. The motion was seconded by Vice Chairman Jane Pellam. All were in favor and we stand adjourned.

Respectfully Submitted:

Approved by:

_____ (Secretary)

_____ (Chairman)