

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Monday, March 21, 2022 at the office of the South Pittsburg Housing Authority.

Chairman Mary Faye Payne chaired the Board and called the meeting to order with the following members present:

Mary Faye Payne, Chairman
Shannon Duggar; Vice Chairman
Delorah Starkey, Commissioner
Lamar Jenkins, Commissioner
Jimmy Haley, Commissioner

Also present was Executive Director, Lisa Cross, PHM Jessica Kelley and Attorney Jerry Bible.

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

Vice Chairman Shannon Duggar made a motion to approve the board agenda for the March 21, 2022 meeting. The motion was seconded by Commissioner Delorah Starkey. All were in favor of approving the board agenda and the motion carried.

Commissioner Lamar Jenkins made a motion to approve the February 2022 meeting minutes. The motion for the approval of the February meeting minutes was seconded by Vice Chairman Shannon Duggar. All were in favor of approving the February 2022 regularly scheduled meeting minutes and the motion carried.

Commissioner Lamar Jenkins made a motion to approve the February 2022 financials. The motion was seconded by Commissioner Delorah Starkey. All were in favor of approving the February 2022 financials and the motion carried.

Unfinished Business:

There was no unfinished business to be discussed in the March meeting.

New Business:

There were two items under new business for the March meeting. Lisa Cross asked for Resolution 977: Resolution to adopt Fiscal Year 2022 Annual Agency Plan and 5 yr. Action Plan to be passed and it reads:

RESOLUTION NO.: 977

Resolution to Adopt Fiscal Year 2022 Annual Agency Plan and Capital Fund 5-Year Action Plan (Fiscal Years 2022-2026) for the South Pittsburg Housing Authority

WHEREAS, the South Pittsburg Housing Authority is required to comply with the Quality Housing and Work Responsibility Act of 1998, the Capital Fund Final Regulation at Title 24 CFR Part 905, and all other related U.S. Department of Housing and Urban Development (HUD) regulations and requirements regarding the annual submittal of a Public Housing Annual Agency Plan and a Capital Fund 5-Year Action to HUD; and

WHEREAS, the Fiscal Year 2022 Annual Agency Plan is a comprehensive guide for policies, programs, operations and strategies for meeting local housing needs and goals; and the Capital Fund 5-Year Action Plan includes proposed public housing capital improvement activities and budgets for Fiscal Years 2022-2026; and

WHEREAS, the South Pittsburg Housing Authority is required by HUD to certify, by resolution, that the Board of Commissioners approves the submission of the Fiscal Year 2022 Annual Agency Plan and the Capital Fund 5-Year Action Plan (Fiscal Years 2022-2026), and;

WHEREAS, it is the desire and intent of the Board of Commissioners to comply with all HUD regulations,

NOW THEREFORE, BE IT RESOLVED, that the South Pittsburg Housing Authority Board of Commissioners hereby adopts this Resolution and authorizes the submission of the Fiscal Year 2022 Annual Agency Plan and the Capital Fund 5-Year Action Plan (Fiscal Years 2022-2026) to HUD.

BE IT ALSO RESOLVED that the South Pittsburg Housing Authority's Chairman of the Board of Commissioners and the Executive Director are authorized to execute, on behalf of the South Pittsburg Authority, the respective HUD-required certifications and documents relative to the submittal of the Annual Agency Plan and the Capital Fund 5-Year Action Plan.

Vice Chairman Shannon Duggar made a motion to adopt Resolution 977: A resolution to adopt the Fiscal Year 2022 Annual Agency Plan and 5 yr. Action Plan for the South Pittsburg Housing Authority as read. The motion to adopt Resolution 977 was seconded by Commissioner Lamar Jenkins. All were in favor of adopting Resolution 9 and it was so moved.

Chairman Mary Faye Payne therefore declared said motion carried and Resolution 977 was adopted.

For the second item under new business, Lisa Cross asked for Resolution 978: Resolution to amend the SPHA Personnel Policy to be passed and it reads:

RESOLUTION NO.: 978

A RESOLUTION FOR THE SOUTH PITTSBURG HOUSING AUTHORITY TO AMEND THE SPHA PERSONNEL POLICY.

BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that Resolution No. 978 be approved amending the South Pittsburg Housing Authority Personnel Policy to change the following:

- 1). The definition of a Regular Part-Time Employee.
- 2). Removal of how an employee paycheck is picked up.
- 3). Removal of Salary and Wages-Pay Plan and Classification Section.
- 4). Change the Holidays with Pay to add Juneteenth.
- 5). Change the Vacation Time Service Years from 11 to 10 and increase allowed limit.
- 6). Change Smoking Policy.
- 7). Add the use of vehicles, tablets and phones to the Use of SPHA Property.

* In addition, the last sentence on Page 10 is to be removed, stating that employees must work the day before and the day following a holiday.

This policy amendment will become effective on April 1, 2022.

Commissioner Lamar Jenkins made a motion to adopt Resolution 978: A resolution to amend the SPHA Personnel Policy as read. The motion to adopt Resolution 978 was seconded by Commissioner Jimmy Haley. All were in favor of adopting Resolution 978 and it was so moved.

Chairman Mary Faye Payne therefore declared said motion carried and Resolution 978 was adopted.

Commission Reports, Comments, Questions:

Lisa Cross notified the board of an Easter Egg Hunt that Commissioner Starkey had brought in an invitation for residents to participate in to be held at Moore Park.

Lisa Cross also notified the board of the SPHA Maintenance getting a Safety Grant from TNRMT for \$ 8500.00 for remodeling of the Maintenance Office. Also, the SPHA has been given \$ 132,000 in rent relief from THDA with COVID funds that will help pay residents rent for up to 12 months. Lisa Cross stated that Jessica Kelley had worked hard with residents getting applications submitted in order to make that happen.

Adjournment:

After no further business to be brought before the board, Commissioner Lamar Jenkins made a motion to adjourn the meeting. The motion was seconded by Commissioner Delorah Starkey. All were in favor and we stand adjourned.

Respectfully Submitted:

Approved by:

Secretary

Chairman