

**Housing Authority of the City of Laredo**  
Board of Commissioner Meeting  
LHA Board Room  
2000 San Francisco Ave.  
Laredo, Texas 78040  
Thursday, December 22, 2016  
10:00 a.m.

**A-16-R-12**

**Minutes**

**December 22, 2016**

**1. CALL TO ORDER** Chairman Ceballos called the meeting to order at 10:25 a.m.

**2. PLEDGE OF ALLEGIANCE**

Jasslyn Guerrero, student at Leyendecker Elementary School lead them in the recital of the pledge.

**3. ROLL CALL AND DECLARATION OF QUORUM**

**Commissioners Present**

Jose L. Ceballos, Chairman  
Dr. Sergio Garza, Vice-Chairman  
Gina Magallanes, Commissioner  
Dr. Marisela Rodriguez, Commissioner

**Commissioners Absent**

**4. CHAIRMAN'S COMMENTS**

Chairman Ceballos wished everyone a Merry Christmas and a Happy New Year. He stated that a lot was accomplished this year and he wished them the best during the season.

**5. CITIZENS COMMENTS**

This is the opportunity for visitors and guests to address the Board of Commissioners on any issue. The Board may not discuss any presented issue, nor may any action be taken on any issues at this time. There will be a 3-minute limitation per speaker. (Texas Attorney General Opinion-JC-0169)

No Comments.

**6. APPROVAL OF MINUTES**

**A.** Approval of minutes for Board of Commissioners meeting on November 23, 2016.

Chairman Ceballos stated that page 4 of the minutes needed to be corrected to reflect Rodrigues with a "z".

**Chairman Ceballos motioned to approve minutes.**

**Commissioner Dr. Rodriguez seconded the motion.  
Motion passed unanimously.**

**7. PRESENTATION BY CENTRAL RESIDENT COUNCIL**

Ms. Rios stated that on the 19<sup>th</sup> of December the Councils presented their development needs during the 5 Year Plan Hearing held.

Chairman Ceballos thanked her for being present at all the Board of Commissioner meetings and acknowledged that it had has created more communication with the different Resident Councils.

**8. PRESENTATIONS (No Action to be taken)**

**A. Executive Director's report.**

Ms. Ortiz presented the report to the Board of Commissioners and stated the waiting lists numbers and site visit numbers. She stated that she attended training as did the staff. She stated that there were three new hires. She also stated they are working to submit the financial statements due at the end of the month.

Ms. Ortiz stated that the Senior Home Community Garden was unveiled at the beginning of the month and was already producing organic crops.

Attorney De Anda asked if the crops would be for sale.

Ms. Ortiz responded no, the crops will be used by the senior citizens.

Chairman Ceballos stated that the report states that there are 15 people on the Farm Labor waiting list and asked if they will be having move ins soon.

Ms. Hernandez responded yes.

Commissioner Dr. Rodriguez stated that on the list provided she counted 22 people on the waiting list.

Ms. Ortiz stated that the discrepancy was due to the date the system updates.

Ms. Hernandez clarified that it was 15 people because they re-sequenced the list.

Chairman Ceballos stated that he had been in contact with the auditing firm and they will be working until the end of the year to meet the financial statement deadline. He stated that there are going to be some potential findings that are being worked through. He stated that these predate this board and stated that part of what was happening was due to the change of auditing company and they

are a fresh set of eyes on our policies and procedures. He informed the board that he was made aware that there may be a possibility that they do not meet the deadline but they are diligently working with our staff to meet it.

Chairman Ceballos stated that a meeting has been set up with the auditors December 27, 2016 to discuss the items in person.

Ms. Ortiz stated that they have submitted corrective action plans and most of the information is online already, and they will work through the holidays to meet the deadline.

**B. Unaudited Financials for the month of October 2016.**

Mr. Del Barrio presented the Unaudited Financials for October 2016.

Chairman Ceballos stated that this was the first time Mr. Del Barrio would be presenting financials. He advised him to touch on the highlights of the report and he stated that last time they were presented to the Board, there was discussion regarding the Senior Home being in the red. He asked for a discussion on that.

Mr. Del Barrio stated that the items that have been the most important have been the expenditures for travel, and legal fees have been potentially high. Regarding AMP 4 he stated that they will be using some fund balance to bring that balance into a positive balance.

Chairman Ceballos stated that it is important to know that some of the legal fees for Rod Solomon are RAD related and as much as they are legal fees they are also programmatic. He stated that he has asked all firms to provide a breakdown of what they are working on. He stated that not all that Rod Solomon is legal work. He stated that he could be doing some other work with other consultants and is in contact with HUD. He stated that his fees will likely get booked as legal fees but he wants to clarify that some of that is not entirely legal work.

Chairman Ceballos asked that Mr. Del Barrio share with the Board the breakdown of the legal fees in the next 30 days so that the Board understands where the cost is coming from. He stated that most of those fees will come from the Russell Terrace project.

**C. Update of Casa Verde Apartments and Russell Terrace Reconstruction Projects.**

Ms. Ortiz stated that the bank had sent the letter of credit to the City to record the platting and they are going to request for the City to wait until January 3<sup>rd</sup> to record the plat in an effort to save \$30,000.00.

She stated that the early start authorization was received on December 14, 2016. She stated that the Russell Terrace project unit mix is still in discussion. Ms. Ortiz

stated that there are fair housing issues that must be considered. They are trying to see how many units they can rebuild and how many they can rehab so that they can approach the bank. She stated that the bank needs the unit mix as soon as possible and there is a deadline of December 27, 2016 to determine the unit mix.

Vice Chairman Dr. Garza asked what protocol you have to ensure that you are not discriminating against anybody.

Ms. Ortiz responded that they are using a ratio of the units by bedroom size. She stated that it is a percentage by bedroom size.

Chairman Ceballos stated that he has asked that the team meet with each household because there are households that are over housed. He stated that a survey has been conducted that tells us what the ultimate goal of the family is. 138 families want to remain in Russell Terrace, 17 want the option of relocating to another Public Housing site, 5 want to go to Casa Verde, 22 would like to go to the Section 8 Program, and 4 would like to enter a homeownership program. He stated that beyond that he has asked staff to get to know the families because there are households that have kids that are soon going to be attending schools and then there are households with kids in middle and high school and they have a broader area that they can move to. He stated that \$5.2 million is being dedicated from the Housing Authority as cash to the transaction so the numbers are not going to be less than \$8 million in total.

Chairman Ceballos stated that the team should not forget that the economics to the project is very important but the impact to the families is more important. He stated that we want to get the project to work, we want to do the most we can, and there are programmatic requirements from the State and HUD but not to forget who is being asked to move, to change jobs, and to relocate.

He asked to make sure not to forget the households. He stated that he tries to keep aligned to the interest of the families but not to forget the impact to the school district.

Vice Chairman Dr. Garza stated that his concern at the beginning was completely demolishing Russell Terrace. He stated that would have affected LISD but if the families want to move into another school district that is their right. He stated that to knock down something completely would not be right.

Vice Chairman Dr. Garza asked how many households with children want to leave.

Ms. Ortiz responded that no families with children wanted to leave to Casa Verde. She stated that there have been weekly conference calls every Tuesday with the team and almost daily in house to come up with the unit mix.

Chairman Ceballos stated that the process is intense and at times we focus on details and sometimes we forget the impact side. He stated that he doesn't think there is another place that has 200 apartments at least in the area so it is a big deal. He stated that 200 apartments are easy to say but its 200 families and they are all different. He stated that he does not envy the work of the staff but it is necessary.

Chairman Ceballos stated that good things are only as good as the next PR statement. He stated that we do all this good work and then someone goes on T.V. and makes an incorrect statement about demolition. He thanked Ms. Orduña for correcting that. He stated that sometimes the story is wrong and he has asked the staff that when they speak to the media to make sure and say reconstruction because that is what we are doing we are not just demolishing.

Chairman Ceballos stated that it is important to keep \$5.12 million in mind as that is what is outlaying for Russell Terrace based on the most recent conversations. He stated that if there is a need for it to be more than that then it will come back to the Board but to date that is what the team is working from.

## **9. ACTION ITEMS**

- A.** Discussion and possible action related to public, resident, and Board of Commissioners' input related needs and activities as part of the Annual and 5-Year PHA Plan and Section 8 Administrative Plan. A public hearing to obtain input was held December 19, 2016.

Chairman Ceballos stated that every year there is a requirement to put out a notice inviting the public, residents and anyone that wants to chime in on our plans and the use of funds. He stated that traditionally the meeting has been held at the Senior Home and the Central Resident Council gets invited and they get to chime in.

Chairman Ceballos asked Commissioner Magallanes to bring the board up to date on the requests as she presided over the hearing.

Commissioner Magallanes stated that all the representatives presented their requests and many were similar. She stated that they asked for central air, security services, and dryer hookups.

Chairman Ceballos asked how much the authority receives in Capital Fund money.

Mr. Cruz stated that they expect to receive \$1.2 million - \$1.3 million in funding every year.

Commissioner Magallanes stated that Senior Home wanted a palapa and provided the commissioners with copies of the requests.

Chairman Ceballos asked if security was available under CFP.

Mr. Cruz responded no it used to be but not anymore.

Chairman Ceballos asked when the last VCT replacement was done at Ana Maria Lozano.

Mr. Cruz responded 2-3 years ago.

Mr. Treviño stated that it was done 9 years ago.

Chairman Ceballos asked if it was a 20 year VCT.

Mr. Treviño responded that it depended on the wear and tear.

Vice Chairman Dr. Garza stated that Senior Home was requesting sewer line repairs. He asked if that was LHA or the City's responsibility.

Mr. Cruz responded that it was LHA being that it is an issue inside the building.

Ms. Ortiz stated that there is a constant sewer issue in that building and she has asked Consultant Mario Jasso to assess the situation and provide a possible solution.

Chairman Ceballos stated that the heat in the hallways also needs to be addressed.

Mr. Cruz stated that a few years ago they studied that issue and they wanted to do some A/C on the halls but there is not enough electrical capacity.

Chairman Ceballos asked if it can be obtained.

Mr. Cruz responded yes it can be done.

Chairman Ceballos asked if the work items had been shared with the residents and at the meeting.

Mr. Cruz responded yes. He stated that the Friday before the Public Hearing a meeting with the Central Resident Council was held and they were provided with the work items.

Chairman Ceballos asked if there is anything in the requests that cannot be done besides security services.

Mr. Cruz responded that Meadow Acres wants a laundromat and he is unsure if CFP can absorb that cost.

Chairman Ceballos stated that some are asking for hookups while others are asking for laundromats.

Mr. Cruz stated that the residents at Meadow Acres were aware that their units are small and they rather have a laundromat than lose more space in their units. They are suggesting we use an empty lot at the project.

Chairman Ceballos asked if we have restrooms for employees at Senior Home.

Ms. Ortiz stated that Mr. Jasso has assessed the area where they intend to put some.

Chairman Ceballos stated that some of the issues are maintenance issues such as exterior paint, tree trimming, and vanity replacements.

Mr. Cruz stated that they receive the input and decide what is CFP and what is maintenance items.

Chairman Ceballos asked when the plan will be finalized and brought to the Board.

Mr. Cruz stated that it will be brought for action in January.

Chairman Ceballos mentioned that office space needs to be discussed. He stated that there has been discussion regarding centralizing maintenance. He also stated that the redevelopment plan is something that maybe the authority need to budget to have someone do a feasibility study on how and why we should redevelop any other project.

Chairman Ceballos also stated that he has asked to look at providing broadband at our project as an amenity to the kids.

He stated that the redevelopment is to establish who we arrive or decide what the next project will be. He stated that Carlos Richter is one that he has an interest in working on in West Laredo as it is in dire need. He stated that he would like for the Commissioners to visit the sites now that they are out for the holiday break. He stated that Carlos Richter would make a good candidate for a tax credit application.

Mr. Cruz stated that CFP has some monies allocated for architects and engineers services.

**No action taken.**

- B. Discussion and possible action to approve Section 8 Housing Choice Voucher (HCV) Rental Assistance Program waiting list local preference policy.

Ms. Barrientos stated that there was a revision to what was on the packet so she has provided them with a copy of that.

Chairman Ceballos stated that this item is something they started to help those that need it. The prior Board eliminated all local preferences and the government allows us to adopt local preferences which basically beyond people applying day and time and being sorted day and time this allows to give preferences. LHA met with an advisory group formed by local social service agencies, advocates, homeless, landlords and veterans and they gave their input along with advice from our consultant Rod Solomon and this is what we arrived at. He stated that Mr. Solomon still felt there needed to be work done to it because the Violence Against Women Act just got an update and there needs to be a bit more research.

Ms. Barrientos stated that currently under the Section 8 Administrative Plan there are no local preferences listed. She stated that an advisory committee was established and consisted of Workforce Solutions, SCAN, Casa Misericordia, NeighborhoodWorks of Laredo, Afghanistan & Iraqi Veteran Association, City of Laredo, Bethany House, Webb County, Catholic Social Services, and Veterans in Need. She stated that they came up with the preferences being presented. She stated that the displacement preference will assist with the RAD conversion happening at Russell Terrace. She stated that if there are families that want to go into the Section 8 Program they will be able to do so with this preference.

Chairman Ceballos asked if the policy would be effective immediately.

Ms. Barrientos responded yes. She stated that the preferences are unsheltered homeless, homeless referrals, families with children, elderly families, disabled families, and or domestic violence family, veterans, displacement, and moving up or transitional housing.

Chairman Ceballos asked Ms. Barrientos to run the Board through a scenario of a homeless family applicant.

Ms. Barrientos stated that the family would come and apply and since they qualify for a preference then they would obtain a point. She stated that the preferences are ranked by a point system. In this case they would get a point for being homeless and if they are a homeless family with children then they get another point. She stated the more points that they qualify for the higher on the waiting list they will be.



Vice Chairman Dr. Garza asked if there had been a case regarding a homeless recently.

Ms. Barrientos stated that in that same week there was a homeless elderly that was under the impression that she was on the Section 8 waiting list; however we had no records of that. She was however in the Public Housing Elderly Waiting List. She stated that they are trying to help her out and have her situated at Bethany House being that they have units available. We made the recommendation for her to stay there until her turn comes up. The lady is number 255 in the waiting list. Ms. Barrientos stated that it will be another year and a half or two before she is assisted.

Chairman Ceballos stated that the other issue that plays a role is that you cannot apply for assistance if the waiting list is closed.

Vice Chairman Dr. Garza mentioned that the last time the waiting list opened he received a letter addressed to someone else applying for assistance and he is curious how they got his address.

Ms. Ortiz stated that a 1 had mistakenly been added to the front of the address number and that is how he ended up receiving that letter. She stated that they had contacted the applicant and rescheduled his appointment.

Ms. Barrientos stated that many times they get returned mail and they make their best effort to contact the applicant and update their information.

Vice Chairman Dr. Garza stated that the grammar and wording in the letter he received was not very nice. He asked if it is being reviewed.

Ms. Ortiz stated that they have corrected that and they are reviewing any correspondence that goes out.

Vice Chairman Dr. Garza stated that it was not her fault that it was something that was before her time.

Ms. Ortiz stated that it should not be something that we should be proud to mail out.

Vice Chairman Dr. Garza stated that it is the appearance of the housing authority and that does not look good.

Ms. Ortiz agreed.

Ms. Barrientos stated that those were the preferences that they wanted to adopt for the applicants already on the waiting list and any future applicants.

Chairman Ceballos asked Attorney Poneck that as they move families from Russell Terrace and they open up the list they will get screened, they are posted to the list and then resequencing the list they should go to the top and receive a voucher and that is how it is envisioned it will work.

Attorney Poneck stated that was correct and it would make our process more objective and less subjective and that way you are not having to undo how people get placed and that is a very important issue and you are making an objective case that that is how displacement should be, a top priority.

Chairman Ceballos asked if in the displacement they included any other government action.

Ms. Barrientos stated that the policy read, displacement from a Public Housing development due to demolition, disposition, and/or rehabilitation, on page 3 of 6.

Chairman Ceballos stated that if there were to be a government emergency that used to be the displacement preference. He asked if we removed that language.

Ms. Ortiz responded yes.

Chairman Ceballos asked if there is a reason it was left out. He stated if there is another emergency that is not necessarily at one of our developments.

Ms. Barrientos stated that the second bullet states due to a disaster.

Vice Chairman Dr. Garza asked if she was referring to **McKinney–Vento**.

Chairman Ceballos stated that **McKinney–Vento** was related to homeless.

Vice Chairman Dr. Garza stated that it relates to disaster too.

Chairman Ceballos stated that the housing authority would have to recognize it as a disaster and takes action and attributes it as displaced.

Vice Chairman Dr. Garza asked if there was a deadline under conditional housing which requires having a referral from a social service agency.

Ms. Barrientos stated that there is no deadline but if the waiting list is closed they cannot get on the list; however if they are on the list and they later receive a letter then we can apply the preference at that time. She stated that qualified social services would be like Casa Misericordia and SCAN.

Chairman Ceballos stated that we should clarify that they must be an LHA qualified social service. He stated that they don't want letters just from

anywhere. He stated that the Board wants them to truly be in a program that is providing them supportive services. He stated that there really needs to be a screening process for those.

Ms. Ortiz stated that they would have a memorandum of understanding with those agencies.

Chairman Ceballos asked if that is stated in the policy.

Ms. Barrientos stated that on top of page two it is stated.

Chairman Ceballos stated that maybe a change that says as described in the homeless referral. He stated that it was very important because the last thing we want is people to just be grabbing letters to get a point.

He stated that they did add a point independently for veterans. He stated that if you are a veteran you will automatically get a point. He stated that if it's a homeless veteran that's 2 points, living unsheltered that would be 3 points. If they are at Bethany House that's 4 points and that will help them get to the top of the list.

Attorney Poneck stated that in regards to the issue of disaster and displacement to the general population not necessarily just to our residents in an emergency situation. There is a displacement preference but is specific to our residents. He asked if he was trying to broaden that to something else such a larger emergency.

Chairman Ceballos responded that it would probably be good to do that.

Attorney Poneck stated that the way it is written out does not seem to encompass that so if they wish to have that they can approve the item subject to the revision.

Chairman Ceballos stated that it would be good to have that because we have had situations where West Laredo gets flooded and you may have the City displacing and this doesn't take care of that.

Chairman Ceballos entertained a motion to approve Item 9B subject to including displacement due to a government emergency and clarification of LHA qualified social services.

**Vice Chairman Dr. Garza motioned to approve Item 9B subject to the stated revisions.**

**Commissioner Dr. Rodriguez seconded the motion.**

**Motion passed unanimously.**

- C. Discussion and possible action to approve the amendment to the Section 8 Housing Choice Voucher (HCV) Rental Assistance Program Reasonable Rent Policy.

Ms. Barrientos stated that there is currently a Reasonable Rent Policy in the Administrative Plan and they are seeking to update the system that they have. She stated that HUD requires that we implement this to ensure that rents charged by owners to our HVC participants are reasonable. She stated that LHA must conduct a rent reasonable determination to compare the rent of voucher units to similar unassisted units in the market.

Ms. Barrientos stated that the system called EZ-RRD system would help conduct this analysis. She stated that they had to do determination of reasonable rent when the landlord is entering into a HAP contract. She stated when there is a request for rent increase by the owner and if there is a 5% decrease in the published FMRs for the unit size rented by the family in effect 60 days before the contract anniversary date as compared with the FMR in effect one year before the contract anniversary date if directed by HUD.

Chairman Ceballos asked if this was a Nelrod product.

Ms. Barrientos responded yes.

Chairman Ceballos asked if our current software Emphasys does not include a module for rent reasonableness.

Ms. Barrientos responded no. She stated that currently they have to manually input the unassisted unit information from area where the participants select a unit.

Chairman Ceballos asked if this will start immediately.

Ms. Barrientos responded yes.

Chairman Ceballos asked when SEMAP starts.

Ms. Barrientos responded February.

Chairman Ceballos stated that in January the Administrative Plan is going to be brought for approval and this will be integrated into the final plan but you want this adopted for now.

Ms. Barrientos responded yes.

**Vice Chairman Dr. Garza motioned to approve Item 9C.  
Commissioner Dr. Rodriguez seconded the motion.  
Motion passed unanimously.**

- D. Discussion and possible action to approve and update of the LHA Personnel Policy Section 1 - Base Policies, (A) Recruitment and Preferences to adopt a Veteran's Preference selection process.

Chairman Ceballos stated that he asked Ms. Ortiz and Mr. Vasquez, HR Manager, to work on a Veteran's Preference. He stated that the City is in the process of updating their preferences. He stated that he has had conversation with different veteran group representatives and he wants to be proactive.

Mr. Vasquez stated that when this opportunity came up they went back to compare and see what other organizations, City, County, and University were doing to address the issue. He stated after reviewing with Jennifer Hall from our attorney firm Escamilla and Poneck it is just a statement revision that needs to be added into our policy. He stated that after adopting that we would still need to follow the policies set forth by Federal and State guidelines.

Mr. Vasquez stated that the recommendation is Section 1, Letter A, Number 4 to state that preference will be given to applicants in no particular order. A. Qualified regular full-time employees B. Qualified veteran status C. Qualified public housing residents and Section 8 program residents and D. All other qualified applicants.

Attorney Poneck stated that there had been a question as to where they wished to place the preference as it relates to the existing preferences.

Chairman Ceballos stated that he watched the city meeting and he thought it was a good meeting. He stated a lot of things were discussed and a councilman was talking about gender or genders of protected cause and he was advised to remove that consideration. He stated the main thing is establish what percentage of veterans that the city should hire and apparently there is a percentage that is set as a goal. For us we are a much smaller operation and the percentage may not work. He stated that veterans are getting to interviews but they are not getting hired.

Chairman Ceballos asked if we are giving veterans preference to interview or preference to hire. He stated he would like veterans to have an opportunity to get employment not just to get interviewed. He stated that was also the debate in the other organization, veterans are getting to the interviews, in fact they are getting hired for police and fire because of background but in other positions they are not getting hired.

Mr. Vasquez stated that initially when he was reviewing the old application there was no question whether they had military service. He stated that was added to the application but then the question became will it be getting utilized. He stated when this issue came up again they decided to include it in the application and

supplement the employment application with the form used in Office of Personnel Matters and there we can ask the question if they are a veteran or not.

Attorney Poneck stated that one of the challenges with the first draft was that there were a lot of regulatory administrative type provisions that don't need to be in your policy. He stated that the policy just needs to state what we want to strive for and then all the personnel procedures that stipulate how to get there. For example, something as detailed as, should the application have a check box for veterans is more procedural.

Chairman Ceballos stated that what was striking to him was that some of the veterans never get that chance. He stated if they are not proactive themselves and if they have PTSD they may not be in a place to be pushy about getting a job. He stated that he is trying to systemically build in things that are already from a systemic point advocating for these guys to get a chance. He stated that you could get a new HR Manager or Executive Director and they could do away with that procedure and get away with not hiring veterans. He stated if the policy demands it, it must be done versus if it is left to administration the veteran may not always get the chance.

Attorney Poneck stated that a way to get there would be to allow administration execute on the policy but if you are not monitoring whether they are achieving the goal then it can disappear. He stated that it can be monitored by setting the standard at these meetings for example.

Attorney De Anda stated as a starting point they should determine how many veterans are employed.

Chairman Ceballos asked how many are employed.

Mr. Vasquez stated that he would have to go back and check because it was not initially asked in the application.

Chairman Ceballos asked Ms. Ortiz what her guess would be.

Ms. Ortiz responded zero.

Attorney Poneck stated that another question is raised is whether this is for interviews only or hires.

Chairman Ceballos asked that the board not take action on this item and staff go back and see who the last veterans that were employed were. He stated that we ought to do more and think through how to build it in. He stated that you could put 3 people on assignment and one has PTSD and they exhibit characteristics that could make it difficult to manage. He stated he was trying to be delicate with his language. He stated that if it's their turn to get hired then they should get

hired and we should accommodate veterans that perhaps aren't as free of issues in terms of their performance. He stated he thinks we should make an accommodation for veterans that are serving us and coming back with issues, we should make a place for them. He stated that if a manager has the discretion they may not want to hire that person or have to deal with accommodations and he thinks they should and if left to administration it may not happen. He stated ultimately another board could come and change that but if its build in systematically then if they haven't met your 10% hire of veterans then too bad you are going to have meet it and hire them otherwise you are going to end up in a government agency with not veterans and how can that be.

Chairman Ceballos stated that those are his thoughts on the issue and asked that staff continue to think about this and possibly bring it back in January.

Mr. Vasquez stated that the big plus was that the authority was being proactive about it.

**No action taken.**

- E. Discussion and possible action to approve update to organizational chart and recommendations to hire Administrative Positions. Possible Closed Session pursuant to Texas Government Code, Section 551.074.

Chairman Ceballos motioned to entertain Item 9E in executive session.  
Vice Chairman Dr. Garza seconded the motion.  
Motion passed unanimously.

Chairman called Attorney Poneck, Attorney De Anda, Ms. Ortiz, and Mr. Vasquez into Executive Session.

Board entered into Executive Session at 11:35 a.m.

Board returned from Executive Session at 1:15 p.m.

No action was taken in Executive Session.

Chairman Ceballos stated that the item would be broken into two sections.  
**Chairman Ceballos motioned to add the following position to the organizational chart: Modernization Coordinator under Modernization & Development Department, Assistant Section 8 Administrator and an Inspector position under the Section 8 Department, Maintenance Foreman position under Public Housing. He stated that they would eliminate the position of Office Clerk/Reception for the Executive Director and delete the Warehouse Clerk that was proposed on the draft shared.**  
Vice Chairman Dr. Garza seconded the motion.  
Motion passed unanimously.

Chairman Ceballos stated that the second part of the item is to ratify some new hires. He thanked all those that interviewed and took the time and showed the interest in our agency. He stated that if today is not the day that you get hired please continue to apply and hopefully we can find a spot that fits you and the agency.

Ms. Ortiz recommended Carlos Quiroga for the position of Accountant and for the Director of Housing Management she recommended to hire Eduardo Garcia.

**Chairman Ceballos motioned to ratify the director's recommendations.**

**Vice Chairman Dr. Garza seconded the motion.**

**Motion passed unanimously.**

#### **10. EXECUTIVE CLOSED SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE**

The Board of Commissioners for the Housing Authority of the City of Laredo reserve the right to adjourn into Executive Closed Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, including Sections 551.071 (consultation with attorneys), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development).

#### **11. ADJOURNMENT**

**Vice Chairman Dr. Garza motioned to adjourn.**

**Commissioner Dr. Rodriguez seconded the motion.**

**Motion passed unanimously.**

Meeting adjourned at 1:18 p.m.

  
\_\_\_\_\_  
Jose L. Ceballos, Board Chairman

  
\_\_\_\_\_  
Melissa Ortiz, Acting/Interim Executive Director