

**Pearsall Housing Authority
Regular Meeting of the Board of Commissioners
Wednesday, January 18, 2023**

A regular meeting of the Board of Commissioners of the Pearsall Housing Authority was held at the offices of the Pearsall Housing Authority located at 501 W. Medina, Pearsall, Texas on Wednesday, January 18, 2023.

1. Called the meeting to order.

The meeting was called to order at 6:01PM by Chairperson, Reynaldo Trevino

2. Roll Call and establish meeting.

Present: Chairperson Reynaldo Trevino, Resident Commissioner Juan Garcia, Commissioner Joshua Bell, and Board Secretary Jessica Ramos

Members Absent: Commissioner Matthew Aguilar and Vice-Chairperson Juan Ponce Jr.

3. Pledge of Allegiance

The members recited the United States Pledge of Allegiance.

4. Residents and citizens to be heard.

None.

5. Approve and/or correct the minutes of the meetings held on December 21, 2022.

Following a brief discussion, Commissioner Joshua Bell tabled this item due to himself and Chairperson Reynaldo Trevino not being present at the December meeting. Resident Commissioner Juan Garcia seconded with all in favor.

6. Executive Director Reports: Financial Reports, Disbursements, Security State Bank balances, Housing Choice Voucher Program Update, and Low Rent Public Housing Update for the month of December 2022

Secretary Jessica Ramos reviewed the Housing Choice Voucher Program waiting list trends and program updates. Secretary Jessica Ramos also reviewed the vacancy report and the waiting list trend for the Low Rent Public Housing Program. Secretary, Jessica notified the board of the letter that was received from HUD regarding the recapture of CARES ACT funding in the amount of \$4,909.00 that needs to be paid in full within 30 days. Also, notified the board that I was going to update the Personnel Policy with Nelrod which will cost the PHA \$2,804.00 since it has not been updated since 2016. Also, requested a quote from Nelrod to do a Salary Study. Following a brief discussion, Commissioner Joshua Bell motioned to approve the Executive Director Reports. Resident Commissioner Juan Garcia seconded with all in favor.

7. Discussed appropriate actions

A. Discussed appropriate action regarding amending the PHA Bylaws.

Commissioner, Joshua Bell made a motion to table this item so that all commissioners could be available. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

B. Discussed appropriate action regarding the updating of the Procurement Policy.

Commissioner Joshua Bell motioned to table this item so all commissioners could be available. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

C. Discussed appropriate action regarding amending the Personnel Policy to include a Health Policy with procedure details.

After a brief discussion, Chairperson Reynaldo Trevino motioned to table item so Secretary Jessica could reach out to Nelrod to see if they have a policy that is similar to this one. After a brief discussion, Resident Commissioner, Juan Garcia seconded the motion, with all in favor.

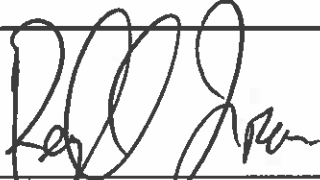
D. Discussion and appropriate action regarding parking spaces/tags.

Secretary, Jessica Ramos notified the board that if the PHA were to issue parking tags to tenants, it would help eliminate un-authorized guests. After a brief discussion, Commissioner, Joshua Bell made a motion to approve one parking tag per tenant and must be registered with the PHA. Resident Commissioner Juan Garcia seconded the motion with all in favor.

E. Discussed the approval of suggested items for the next meeting.

The board had nothing to add at this time.

8. Adjournment. With no further business to discuss, Commissioner Joshua Bell motioned to adjourn the meeting at 6:56 PM. Resident Commissioner Juan Garcia seconded with all in favor.



Reynaldo Trevino- Chairperson



Jessica Ramos, Secretary/Executive Director