

Dighton Housing Authority (DHA)
Board of Commissioners Meeting
August 16, 2021
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Called to Order: Chairman Edward J. Olney called the Board of Commissioners (BOC) Virtual Meeting of the Dighton Housing Authority (DHA) to order at 9:30 a.m. on August 16, 2021. The meeting was held by teleconference.

Attendance: Adele L. Collard, Edward J. Olney, Anabela Powell, and Executive Director Robbie A. DeSouza were present. Alan B. Medeiros and Alice E. Souza were both absent.

Minutes of Previous Meetings: The Board reviewed and discussed the July 13, 2021 minutes. Motion to accept the minutes of the July 13, 2021 meeting was made by Adelle L. Collard, seconded by Anabela Powell, passed unanimously.

FY21 Fiscal Year-End Forms and Certifications: The Board reviewed and discussed the FY21 Fiscal Year-End - Top 5 Compensation Form, Certification of Year End Financial Statements, Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws, and Fiscal Year End Certification of Preparer and Executive Director. Motion to approve all FY21 Fiscal Year-End Forms and Certifications as submitted to the Board and have Executive Director Robbie A. DeSouza sign them was made by Adelle L. Collard, seconded by Anabela Powell, passed unanimously.

PHN 2021-13 Updates to Performance Management Review (PMR): The Board reviewed and discussed PHN 2021-13 regarding the PMR changes. No motion was made.

PHN 2021-14 CHAMP Fair Housing PMR Criteria: The Board reviewed and discussed PHN 2021-13 regarding the Fair Housing Criteria of the PMR. No motion was made.

Laundry Room Policy: The Board reviewed and discussed the amended Laundry Room Policy. Motion to adopt the Laundry Room Policy as amended was made by Adelle L. Collard, seconded by Anabela Powell, passed unanimously.

Resident Services Report: The Board reviewed and discussed the Resident Services Report. Motion to accept the Resident Services Report was made by Anabela Powell, seconded by Adelle L. Collard, passed unanimously.

Executive Director's Report: The Board reviewed and discussed the Executive Director's Report. Motion to accept the Executive Director's Report was made by Anabela Powell, seconded by Adelle L. Collard, passed unanimously.

Treasurer's Report(s):

July 2021: The Treasurer's Report for the month of July 2021 was reviewed and discussed. Motion to approve the July 2021 Treasurer's Report was made by Adelle L. Collard, seconded by Anabela Powell, passed unanimously.

Executive Director's Time Sheet

July 2021: The Board reviewed and discussed Robbie A. DeSouza's time sheet for the month of July 2021. Motion to approve Robbie A. DeSouza's July 2021 Time Sheet was made by Adelle L. Collard, seconded by Anabela Powell, passed unanimously.

Next Meeting: September 14, 2021, at 9:30 a.m. This meeting will be held by teleconference due to social distancing guidelines related to the COVID-19 state of emergency.

Adjournment: Motion to adjourn the August 10, 2021, Board of Commissioners Phone Meeting was made by Adelle L. Collard, seconded by Anabela Powell, passed unanimously.

Materials: Cover Letter / Clerk's Certificate / Agenda / Minutes From Previous Meeting and/or Extract from Minutes / FY 2021 Fiscal Year End Forms and Certifications / PHN 2021-13 / PHN 2021-14 / Amended Laundry Room Policy / Treasures Report(s) / ED Robbie A. DeSouza Monthly Time Sheet(s) / RSC Report / ED Report / July 2021 Resident Services

Robbie A. DeSouza

Robbie A. DeSouza
Executive Director
FOR THE AUTHORITY