



PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING MINUTES
Thursday, April 20, 2017 3 p.m., at 12 S. 23rd St., Philadelphia, PA 19103

The regular meeting of the Philadelphia Housing Authority ("PHA") Board of Commissioners was brought to order at approximately 3:05 p.m. by the Chair, Lynette Brown-Sow. In addition to the Chair, Vice-Chair Wetzel and Commissioners Callahan, Camarda, Coney, Eiding, Pumell and Wise were in attendance, as well as President & CEO Kelvin A. Jeremiah ("CEO Jeremiah") and General Counsel, Laurence M. Redican.

After opening the meeting, the Chair asked CEO Jeremiah for his remarks.

CEO Jeremiah reviewed the Board meeting procedure for public comment and announced that PHA had the groundbreaking for fifty-five (55) units in the Strawberry Mansion neighborhood on March 31, 2017, which event was well-attended by the Board, as well as being attended by Governor Wolf, the Council President, and a number of other elected officials.

The Resident Spotlight award was then presented to Lakisha Bennett, in absentia, in recognition of her accomplishments in attending PHA's Customer Service Program through Temple University, with a major in Health Care management. She is expected to graduate in December of 2017 and is currently attending and employed at Pennsylvania Institute of Technology.

The Employee of the Month award was presented to Jaime Wilcke, from the Office of Audit and Compliance ("OAC"), who was nominated by the Executive Vice President of OAC, Janea Jordon, for her exemplary work and handling of additional responsibilities. Ms. Wilcke received a round of applause, as well as a certificate and a check for two hundred and fifty dollars (\$250.00).

Dinesh Indala, Executive Vice President of Housing Operations, then presented the Excellence in Customer Service award to Operations Employee Elizabeth Gomez, for her outstanding service. She also received a certificate, a check, and congratulatory applause.

The Chair inquired as to whether there were any corrections or amendments to the minutes of the Board Meeting of March 16, 2017. Hearing none, the minutes were accepted as submitted.

Six (6) resolutions were presented and approved by a majority of those participating in the voting.

Resolution No. 11926, attached in Appendix 1, was presented by Dinesh Indala, Executive Vice President of Housing Operations, to rescind the disposition and demolition approvals that were issued by the U.S. Department of Housing and Urban Development ("HUD") approximately twenty (20) years ago for the seventeen (17) properties listed in the attachment to the resolution, as those properties are currently occupied. Vice-Chair Wetzel, as Chair of the Policy & Planning Committee, moved for its approval. Following a second, he stated that the Policy & Planning Committee had reviewed the resolution, was in favor of having the occupied properties correctly designated, and recommended approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11927, attached in Appendix 1, was presented by Annie Cheng, Chief of Staff – Executive Office, for Board approval of PHA's Act 130 report for fiscal year 2017. The Act 130 report reviews PHA's "operations, administration, management, finances, legal affairs, housing production and development and other relevant activities, as required by the Pennsylvania Housing Authorities Law, Act of May 28, 1937, P.L. 955 No. 265, as amended July 5, 2012, P.L. 1093, No. 130 ("Housing Authorities Law") and is to be submitted to the elected officials specified in the Housing Authorities Law. Vice-Chair Wetzel, as Chair of the Policy & Planning Committee, moved for its approval. Following a second, he stated that the Policy & Planning Committee had reviewed the resolution and recommended approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11928, attached in Appendix 1, was presented by Laurence M. Redican, General Counsel and Executive Vice President - Office of General Counsel, to approve the Fourth Amendment to PHA's Moving to Work Agreement, in substantially the form distributed to the Board of Commissioners and referenced in the resolution. The amendment establishes the formulas to be used to calculate the Rental Assistance Demonstration ("RAD") contract rent amounts and to then transfer these funds from PHA's Operating Fund and Capital Fund to the Housing Assistance Payment ("HAP") fund. Upon conversion to RAD, the subsidy for RAD units will be paid out of the HAP account, which will not impact PHA's overall MTW funding eligibility. Vice-Chair Wetzel, as Chair of the Policy & Planning Committee, moved for its approval. Following a second, he stated that the Policy & Planning Committee had reviewed the resolution and recommended approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11929, attached in Appendix 1, was presented by Andrea Bowman, Corporate Secretary – Office of General Counsel, to approve the Fiscal Year 2017 Annual Reports for the Board Committees of Audit, Risk Management, Finance, Policy & Planning, and Resident Services, pursuant to their respective resolutions or charters, for the period from April 1, 2016 to March 31, 2017. The Chair noted that all the committees whose reports were being submitted had reviewed the resolution and Commissioner Callahan moved for adoption of the resolution. Following a second and there being no discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Prior to any discussion or presentation regarding **Resolution No. 11930**, attached in Appendix 1, Commissioner Purnell announced that he would be recusing himself due to the actual or perceived conflict situation that may be created by the overlap of the subject of the resolution and his job duties as Deputy Director of the City of Philadelphia Division of Housing and Community Development. He then left the room and the resolution was presented by Michael Johns, Executive Vice President - Planning and Design. The resolution was to authorize PHA to negotiate and contract for the purchase of five (5) homes on N. 31st Street in the Strawberry Mansion neighborhood and to expend an amount not to exceed six hundred twenty five thousand dollars (\$625,000.00), for the purchase, marketing and resale of the units to PHA residents for affordable homeownership. Vice-Chair Wetzel, as Chair of the Policy & Planning Committee, moved for its approval. Following a second, he stated that the Policy & Planning Committee had reviewed the resolution and recommended approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved. Commissioner Purnell then returned and participated in the remainder of the meeting.

Resolution No. 11931, attached in Appendix 1, was presented by Laurence M. Redican, General Counsel and Executive Vice President - Office of General Counsel, for the Board to approve PHA's entering into adopt a Memorandum of Understanding ("MOU") with the Mentors Empowering Now to

Overcome Recidivism Program ("MENTOR Program") of the First Judicial District of Pennsylvania. The MOU establishes PHA's relationship with the MENTOR Program, with the goal of permitting a limited number of MENTOR Program participants to be added to consenting and eligible PHA households. Following a motion by Commissioner Coney, who is the Chair of the Resident Services Committee, and a second, Commissioner Coney noted that the proposed agreement had been reviewed extensively by the Resident Services Committee as well as with resident leadership and that the committee recommended approval by the Board. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved. At that time CEO Jeremiah and the Honorable Michael Erdos, MENTOR Presiding Judge for the First Judicial District of PA formally signed the MOU that was the subject of the resolution.

The public comment period began at approximately 3:30 p.m. Only one person signed up to speak, which was Denise Eubanks, who thanked PHA for its attention to a housing issue that she had raised at the Board meeting the previous month.

CEO Jeremiah then announced a number of staffing changes; welcomed Greg Hampson, as Executive Vice President – Construction and Capital Projects; and announced that Bret Holden is now Vice President for Leased Housing; Nnena Ukwa is Vice President of Finance; and Jennifer Ragen is Director of Policy Initiatives.

The Chair then adjourned the meeting at approximately 3:35 p.m.

Respectfully submitted,



Laurence M. Redican
General Counsel
Philadelphia Housing Authority

APPENDIX 1

THE PHILADELPHIA HOUSING AUTHORITY
MEETING OF THE BOARD OF COMMISSIONERS
12 S. 23rd St.
PHILADELPHIA, PA 19103
THURSDAY, APRIL 20, 2017, at 3 p.m.
AGENDA

- A. **Call to Order** Lynette M. Brown-Sow, Chair of the Board of Commissioners
The Philadelphia Housing Authority Board of Commissioners
- B. **Remarks** Lynette M. Brown-Sow, Chair of the Board of Commissioners
Kelvin A. Jeremiah, President & CEO
- C. **Approval of Minutes** of the Board Meeting held March 16, 2017, as distributed.
- D. **New Business**
1. **RESOLUTION AUTHORIZING RESCISSION OF SEVENTEEN (17) UNIT AND LAND DEMOLITION/DISPOSITION APPLICATIONS TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

Dinesh Indala
 2. **RESOLUTION APPROVING THE PHILADELPHIA HOUSING AUTHORITY'S ACT 130 REPORT FOR FISCAL YEAR 2017, TO BE SUBMITTED AS REQUIRED BY THE PENNSYLVANIA HOUSING AUTHORITIES LAW**

Annie Cheng
 3. **RESOLUTION APPROVING THE FOURTH AMENDMENT TO THE MOVING TO WORK AGREEMENT BETWEEN THE PHILADELPHIA HOUSING AUTHORITY AND THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

Laurence M. Redican
 4. **RESOLUTION ADOPTING THE FY 2017 ANNUAL REPORTS OF THE COMMITTEES OF AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT SERVICES**

Andrea Bowman
 5. **RESOLUTION AUTHORIZING THE PURCHASE UP TO FIVE (5) HOMES IN STRAWBERRY MANSION FOR RE-SALE AS HOMEOWNERSHIP UNITS**

Michael Johns

6. RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE PHILADELPHIA HOUSING AUTHORITY AND THE MENTOR PROGRAM OF THE FIRST JUDICIAL DISTRICT OF PENNSYLVANIA

Laurence M. Redican

E. Public Comment Period

RESOLUTION NO. 11926

RESOLUTION AUTHORIZING RESCISSION OF SEVENTEEN (17) UNIT AND LAND DEMOLITION/DISPOSITION APPLICATIONS TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the Philadelphia Housing Authority ("PHA") owns the seventeen (17) properties listed in the attachment to this resolution ("Properties"); and,

WHEREAS, approximately twenty (20) years ago, PHA obtained demolition or disposition approvals from the U.S. Department of Housing and Urban Development ("HUD") for the Properties but now seeks to rescind said approvals because the Properties are occupied; and,

WHEREAS, HUD requires a specific Board resolution to approve rescission of the demolition and disposition approvals for the Properties; and,

WHEREAS, in connection with disposition activities, PHA is required to comply with certain provisions of the U.S. Housing Act of 1937, the National Historic Preservation Act of 1966, the National Environmental Policy Act of 1969, the Quality Housing and Work Responsibility Act of 1998, related laws and regulations as set forth in 24 CFR Part 970 governing the sale and disposition of real property by a public housing authority, and all other applicable statutes, laws and regulations;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO or his designee(s) to: rescind the disposition and demolition approvals for the properties listed in the attachment to this resolution, which are: 724 South 56th Street, 5071 Ogden Street, 2137-A North 20th Street, 1619 Webster Street, 1246 North 28th Street, 908 South 5th Street, 1523 North 7th Street, 2143 North 8th Street, 1930-A North 7th Street, 1930-B North 7th Street, 2021 North 9th Street, 715 West Montgomery Avenue, 1412-A North Marshall Street, 1412-B North Marshall Street, 2242 North 17th Street, 2253-A North 22nd Street and 2253-B North 22nd Street and take all necessary actions to carry out the provisions of this Resolution, in compliance with applicable statutes, laws and regulations.

I hereby certify that this was
APPROVED BY THE BOARD ON 4/20/17

ATTORNEY FOR PHA

ATTACHMENT TO RESOLUTION FOR DEMO/DISPO APPLICATION RECISSIONS

Development	Bldg Number	Unit Number	Address	BR	DD Application	DDA Approval
PA002000901	5846	888681	724 S 56th St	3	IBSPA00210	8/20/1997
PA002000901	5893	888728	5071 Ogden St	3	IBSPA00210	8/20/1997
PA002000909	4276	691432	2137-A N 20th St	6	IBSPA00210	8/20/1997
PA002000903	2724	125848	1619 Webster St	2	IBSPA00211	9/2/1998
PA002000906	780	42502	1246 N 28th St	5	IBSPA00211	9/2/1998
PA002000903	1595	43835	908 S 5th St	6	DDA0003619	9/3/1998
PA002000907	1031	42911	1523 N 7th St	2	IBSPA00213	9/3/1998
PA002000907	1686	56505	2143 N 8th St	4	IBSPA00213	9/3/1998
PA002000907	2054	125170	1930-A N 7th St	2	IBSPA00213	9/3/1998
PA002000907	2054	125171	1930-B N 7th St	5	IBSPA00213	9/3/1998
PA002000907	4184	691317	2021 N 9th St	4	IBSPA00213	9/3/1998
PA002000907	483	42056	715 W Montgomery Ave	5	IBSPA00213	9/3/1998
PA002000907	957	42798	1412-A N Marshall St	2	IBSPA00213	9/3/1998
PA002000907	957	42799	1412-B N Marshall St	6	IBSPA00213	9/3/1998
PA002000908	3237	690165	2242 N 17th St	6	IBSPA00219	9/3/1998
PA002000908	853	42635	2253-A N 22nd St	1	IBSPA00219	9/3/1998
PA002000908	853	42636	2253-B N 22nd St	1	IBSPA00219	9/3/1998

RESOLUTION NO. 11927

RESOLUTION APPROVING THE PHILADELPHIA HOUSING AUTHORITY'S ACT 130 REPORT FOR FISCAL YEAR 2017, TO BE SUBMITTED AS REQUIRED BY THE PENNSYLVANIA HOUSING AUTHORITIES LAW

WHEREAS, the Pennsylvania General Assembly amended the Housing Authorities Law, Act of May 28, 1937, P.L. 955, on July 5, 2012 through P.L. 1093, No.130 (the "Act 130") and required that the Philadelphia Housing Authority ("PHA") submit an annual report on its operations, administration, management, finances, legal affairs, housing production and development and other relevant activities (the "Act 130 Report"); and

WHEREAS, PHA's Executive Office has prepared the Act 130 Report for Fiscal Year 2017 ("FY 17"), which also incorporates documents that provide details on PHA's operations, administration, management, finances, legal affairs, housing production and development and other relevant activities; and

WHEREAS, PHA's Act 130 FY 17 Report must be provided, after approval by PHA's President & CEO and the PHA Board of Commissioners, to the Secretary of Community and Economic Development, the Majority and Minority Leaders of the Senate, the Chair and Minority Chair of the Committee on Urban Affairs and Housing of the Senate, the Majority and Minority Leaders of the House of Representatives, the Chair and Minority Chair of the Committee on Urban Affairs of the House of Representatives, the Mayor and the President of Council (collectively, the "Elected Officials"), within thirty (30) days after the end of PHA's fiscal year, which ends on March 31; and

WHEREAS, PHA's President & CEO and the Board of Commissioners have been provided with the Act 130 FY 17 Report, as developed by PHA's Executive Office, a short summary of which is attached to this resolution;

BE IT RESOLVED, that the Board of Commissioners hereby approves the Act 130 FY 17 Report as referenced herein and authorizes the President & CEO and/or his authorized designee(s) to submit such report to the Elected Officials, as referenced above and as required by Act 130.

I hereby certify that this was
APPROVED BY THE BOARD ON 4/20/17

Shirley M. Ketchum
ATTORNEY FOR PHA

ATTACHMENT TO RESOLUTION ON ACT 130

SUMMARY OF PHA's ACT 130 REPORT FOR FY 2017

On July 5, 2012, Governor Corbett signed Senate Bill 1174 into law as Act 130 of 2012, thus amending the Pennsylvania Housing Authorities Law ("Act 265 of 1937") and restructuring the Board of the Philadelphia Housing Authority ("PHA"). The Act took effect 60 days from the date of signature, on September 3, 2012. The key provisions of the bill affecting PHA include:

- 1) a restructuring of the Board of Commissioners appointments, including the appointment process and terms;
- 2) the establishment of at-will employment for the President & Chief Executive Officer, as well as staff reporting to the individual holding this position; and
- 3) the requirement that PHA annually prepare a written report regarding its operations, administration, management, finances, legal affairs, housing production and development, and other relevant activities.

The law requires that the annual written report be submitted to the Secretary of the Pennsylvania Department of Community and Economic Development, leadership in the General Assembly, the Mayor of Philadelphia and President of City Council.

This annual report for Fiscal Year 2017 includes commentary from PHA's President & CEO; short biographies of the Board of Commissioners and the Executive Team; statistics on PHA's resident population; a list of the twelve (12) strategic priorities from PHA's 5-year Strategic Plan, as adopted by the Board of Commissioners in December of 2014, as well as the progress being made on the strategic priorities; a summary of current programs under this PHA administration; financial summaries; and a statement from PHA's legal department. As a designated Moving to Work ("MTW") agency, PHA has substantial budget flexibility and regulatory relief. This allows PHA to make program changes that increase efficiency, help residents become self-sufficient and provide housing options, as detailed in the Report.

This report fulfills the requirements of Act 130 of 2012 - Section 24.1 by summarizing and providing complete copies of PHA's annual reports on operations, management, administration, finances, legal affairs, housing production and development and other relevant activities.

RESOLUTION NO. 11928

RESOLUTION APPROVING THE FOURTH AMENDMENT TO THE MOVING TO WORK AGREEMENT BETWEEN THE PHILADELPHIA HOUSING AUTHORITY AND THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the Philadelphia Housing Authority ("PHA") is a participant in the Moving to Work ("MTW") Demonstration pursuant to an Agreement ("MTW Agreement") with the U.S. Department of Housing and Urban Development ("HUD"); and

WHEREAS, as authorized by the PHA Board of Commissioners, the MTW Agreement was first executed by PHA and HUD on February 28, 2002; a revised MTW Standard Agreement and First Amendment were executed on October 16, 2008; the Second and Third Amendments to the MTW Agreement were executed respectively on March 25, 2010 and February 26, 2014; and the MTW Standard Agreement was extended until 2028 by letter from HUD to PHA dated April 14, 2016; and,

WHEREAS, HUD administers the Rental Assistance Demonstration ("RAD") program through which public housing units can be converted to long-term project based assistance; and

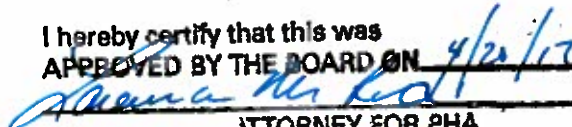
WHEREAS, the PHA Board of Commissioners previously approved PHA's application to HUD for the conversion under RAD of certain PHA public housing units, including certain long-term vacant and distressed scattered site public housing units, which application was subsequently approved by HUD; and

WHEREAS, HUD requires that the MTW Agreement be amended to reflect the changes to PHA's MTW funding calculations as a result of conversions under RAD, which Amendment must be approved by the Board of Commissioners; and

WHEREAS, PHA has determined that the Fourth Amendment will not diminish PHA's overall eligibility for funding under the MTW Agreement; and

WHEREAS, PHA has posted the Fourth Amendment on the PHA website and briefed Resident Leadership on its contents at the April 18, 2017 Pre-Board meeting;

BE IT RESOLVED, that the Board of Commissioners does hereby approve the Fourth Amendment to the MTW Agreement, in substantially the form distributed to the Board of Commissioners and referenced herein, and authorizes PHA's Chair and/or its President & CEO or her or his authorized designee(s) to execute the Amendment and to take all steps necessary to finalize and secure HUD approval of and to implement the MTW Agreement as amended and as set forth above.

I hereby certify that this was
APPROVED BY THE BOARD ON 4/20/17

ATTORNEY FOR PHA

RESOLUTION NO. 11929

RESOLUTION ADOPTING THE FY 2017 ANNUAL REPORTS OF THE COMMITTEES OF AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT SERVICES

WHEREAS, Section 501 of the amended By-Laws of the Philadelphia Housing Authority ("PHA") Board of Commissioners ("Board"), as adopted by Resolution No. 11724 on September 25, 2014, provides for establishing the standing Board Advisory Committees of Finance, Policy & Planning, and Resident Services (collectively, "Standing Committees"); and

WHEREAS, the charters of the Standing Committees were approved by the Board by Resolution No. 11777, on May 21, 2015; and

WHEREAS, each of the three (3) Standing Committee charters requires the respective committee to "[r]eport at least annually to the Board with respect to the activities of the Committee;" and

WHEREAS, the charter of the Audit Committee, most recently approved by the Board by Resolution No. 11785 on May 21, 2015, states in Section VI, that the Audit Committee "submit a written, annual report to the Board summarizing its activities;" and


WHEREAS, pursuant to the Risk Management Framework, as adopted by the PHA Board of Commissioners on July 17, 2014, by Resolution No. 11721, the Risk Management Committee, which reports regularly to the Audit Committee, is also to provide the Board with an annual report; and

WHEREAS, the last annual report submitted by the Audit Committee and the Risk Management Committee was a joint report and was for the period of Fiscal Year 2016, which report was approved by Board Resolution No. 11883 on September 15, 2016; and

WHEREAS, the last annual reports submitted by the Standing Committees were for the period of Fiscal Year 2016 and were approved by Board Resolution No. 11861 on May 19, 2016; and

WHEREAS, the Audit Committee and the Risk Management Committee have prepared a joint FY 2017 report , and those two committees, as well as the three (3) Standing Committees have distributed and presented their FY 2017 Annual Reports to the PHA Board of Commissioners, in substantially the form attached hereto, and recommend their respective approvals;

BE IT RESOLVED, that the PHA Board of Commissioners hereby adopts and approves the FY 2017 Annual Committee Reports of the Audit Committee and Risk Management Committees, as well as those of the Board Standing Committees of Finance, Policy & Planning, and Resident Services, in substantially the form attached hereto.

I hereby certify that this was
APPROVED BY THE BOARD ON 4/20/17

ATTORNEY FOR PHA

**ATTACHMENT TO RESOLUTION RE: FY 2017 ANNUAL REPORTS OF THE COMMITTEES OF
AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT SERVICES**



**FY 2017 ANNUAL REPORT OF THE AUDIT COMMITTEE
AND THE RISK MANAGEMENT COMMITTEE
OF THE PHILADELPHIA HOUSING AUTHORITY,
FOR THE PERIOD FROM APRIL 1, 2016 – MARCH 31, 2017**

Pursuant to the amended Charter of the Audit Committee, as adopted by the Philadelphia Housing Authority (“PHA”) Board of Commissioners on May 15, 2015, by Resolution No. 11785, the Audit Committee is to report at least annually to the Board with respect to the activities of the Committee. The Risk Management Committee, which reports regularly to the Audit Committee, is also to provide the Board with an annual report, pursuant to the Risk Management Framework as adopted by the PHA Board of Commissioners on July 17, 2014, by Resolution No. 11721.

This report is for both committees and covers the time period from April 1, 2016 – March 31, 2017, which is the Fiscal Year 2017 for PHA (“FY 2017”).

The five voting members of the Audit Committee during that reporting time period included, at differing times:

Kia Buckner (served for all of FY 17, as reappointed for a two-year term by Board Resolution No. No. 11826 on January 21, 2016);

Matthew Stitt (served for all of FY 17, as reappointed for a two-year term by Board Resolution No. No. 11826 on January 21, 2016);

Herbert Wetzel, a PHA Commissioner (in FY17, served from April 1, 2016 until November 20, 2016, as appointed for a two-year term by Board Resolution No. 11745 on November 20, 2014);

Amy Kurland, a PHA Commissioner during her tenure (in FY17, served from April 1, 2016 until approximately July of 2016, as appointed for a two-year term by Board Resolution No. 11767 on March 19, 2015 until her resignation);

Kenneth Murphy, a PHA Commissioner during his tenure (in FY17, served from April 1, 2016 until approximately May of 2016, as appointed for a two-year term by Board Resolution No. 11826 on January 21, 2016 until his resignation);

Julia Danzy, a PHA Commissioner (in FY17, served from March 16, 2017 – March 31, 2017, as appointed for a two-year term by Board Resolution No. 11920 on March 16, 2017);

Patrick Eiding, a PHA Commissioner (in FY17, served from March 16, 2017 – March 31, 2017, as appointed for a two-year term by Board Resolution No. 11920 on March 16, 2017); and

Frederick S. Purnell, Sr., a PHA Commissioner (in FY17, served from March 16, 2017 – March 31, 2017, as appointed for a two-year term by Board Resolution No. 11920 on March 16, 2017).

During FY 2017, **three Commissioners served as Chair at different times:** Amy Kurland served as Chair from April 1, 2016 until June 22, 2016 when Commissioner Wetzel was elected and Commissioner Eiding was subsequently elected on March 24, 2017.

Kia Buckner served as Vice Chair for the entire time period (elected on August 3, 2015 and re-elected on March 24, 2017).

Under the Audit Committee Charter, its Advisory Members are PHA's Executive Vice President of the Office of Audit and Compliance ("OAC") and PHA's Senior Executive Vice President of Finance - Chief Financial Officer ("CFO"). During the reporting period **Janea Jordon** was Executive Vice President of OAC and served on the Audit Committee for all of FY17. **Keith Daviston** was CFO from April 1, 2016 until April 15, 2016, and **Celeste Fields** was Acting CFO for the rest of FY17 (April 16, 2016 until March 31, 2017).

Under the charter, the Committee is to meet at least four times a year (no less than quarterly). The Audit Committee held four (4) meetings in the twelve-month reporting period.

In FY17, the Committee met on May 13, 2016, June 22, 2016, October 11, 2016 and March 24, 2017.

Pursuant to the charter of the Audit Committee, the Committee's responsibilities are in the areas of ensuring:

- 1) the integrity of financial reporting (including selecting an auditor then coordinating with PHA's Executive and Finance departments);
- 2) the adequacy of internal controls (including risk management and working with the Office of Audit and Compliance, and PHA's departments of Finance and Information Systems); and
- 3) compliance with statutory and regulatory requirements (including working with the independent auditor and PHA's Offices of General Counsel and Audit and Compliance).

Therefore, the meetings of the Audit Committee, as detailed in the minutes for the meetings, included presentations and discussion regarding internal and external audits, areas of particular attention for the purposes of the audits, reports on compliance updates and regular reports from PHA's Risk Management Committee in the Office of General Counsel. In addition to the committee members, meeting participants included the external auditors and PHA staff, as appropriate, including the PHA President & CEO, who periodically provided updates in areas of significance to the committee.

RSM, the external auditors selected for the reporting period, met with the committee, both formally as a group and in informal discussions, regarding the annual independent audit. That comprehensive annual financial report and the associated financial statement for the period of April 1, 2015 through March 31, 2016, were recommended by the Audit Committee to the Board for approval, after review and discussion by the Audit Committee, and approval was granted by Resolution No. 11897 on November 17, 2016.

The Risk Management Committee is to report annually to the Board as to its activities and also provides regular reports during the year to the Audit Committee.

In FY17, the Risk Management Committee met on April 28, 2016, July 27, 2016, October 27, 2016, and January 25, 2017. Its members during the reporting period were: **Branville Bard**, Chief of Public Safety/Police Dept.; **Celeste Fields**, EVP - Leased Housing /Acting EVP -

Finance; Nnena Ukwa, Acting VP of Finance; **David Walsh**, EVP - Supply Chain Mgt.; **Dinesh Indala**, EVP - Housing Operations; **Hagop Keshishian**, Director of Maintenance; **Faisal Hassan**, EVP - Information Systems Mgt. & CITO; **Janea Jordon**, EVP - Audit Compliance; **Wendi Barish**, Acting EVP - Human Resources/DGC-Litigation; **Michael Johns**, Sr. EVP - Capital Projects & Development; **Nichole Tillman**, EVP – Communications; and **William Myles**, EVP - Community Operations & Resident Development.

The Risk Management Committee attempts to identify and manage risks that might impact PHA's operations and results. Therefore, as detailed in the minutes for those meetings and as reported to the Audit Committee, the areas reviewed at the meetings of the Risk Management Committee included: reports on loss control trainings conducted at PHA by its insurers and broker, claims experience for workers compensation, general liability, and automobile, and an explanation of insurance coverages in place for PHA, as well as updates on various initiatives in trainings, including driver education and fire drills, both at high-rise locations and at sites with after-school programs.



FY 2017 ANNUAL REPORT OF THE FINANCE COMMITTEE OF THE PHILADELPHIA HOUSING AUTHORITY, FOR THE PERIOD FROM APRIL 1, 2016 – MARCH 31, 2017

Pursuant to the Charter of the Finance Committee, as adopted by the Philadelphia Housing Authority ("PHA") Board of Commissioners on May 21, 2015, by Resolution No. 11777, the Finance Committee is to report at least annually to the Board with respect to the activities of the Committee.

This report covers the time period from April 1, 2016 – March 31, 2017, which is the Fiscal Year 2017 for PHA ("FY 2017").

The members of the Finance Committee during that reporting time period have been the following Board of Commissioner members, as appointed by the Chair of the PHA Board of Commissioners, Lynette Brown- Sow:

Leslie Callahan (Chair of the Finance Committee, as appointed by the Chair of the PHA Board), who served for all of FY 17;

Julia Danzy, who served in FY 17 from April 1, 2016 until March 1, 2017;

Bonnie Camarda, who served for all of FY 17;

Herbert Wetzel, who served for all of FY 17; and

Patrick Eiding, who served in FY 17 from March 1, 2017 to the end of the fiscal year, March 31, 2017

Pursuant to the charter of the Finance Committee, the role of the Committee requires that it:

shall be responsible for recommending financial policies, goals and budgets that support the mission, values and strategic goals of PHA. The Committee shall also regularly review the financial performance of PHA compared with its goals and the financial implications of major transactions and programs. The Committee's role is

advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board with securing and maintaining PHA's sound financial status; 2) provide advice to the Board and PHA management regarding the adoption or amendment of financial strategies or policies; and 3) ensure responsible fiscal practices.

The Committee is to meet at least four times a year (no less than quarterly).

The Finance Committee had twelve (12) meetings scheduled in FY 17 (one had less than a quorum), with none scheduled in August and two held in October. The committee reviewed thirty-six (36) resolutions for recommendation to the Board of Commissioners, including three (3) that were reviewed by the committee members outside of the normal meeting structure (where presentations were done by PHA staff for some committee members and information circulated to the entire committee, but there was no quorum, in February).

The Finance Committee was deeply engaged with the review and determinations regarding a number of evolving strategies to address the significant structural deficits that PHA has been facing; the financing of the construction of the new headquarters in the Sharswood/Blumberg neighborhood; overall budget matters, including long-term financial plans for PHA in times of uncertain federal and state funding support; and reviewing, recommending and monitoring the annual operating budget and annual capital budget consistent with the long-term financial plan and financial policies.



FY 2017 ANNUAL REPORT OF THE POLICY & PLANNING COMMITTEE OF THE PHILADELPHIA HOUSING AUTHORITY, FOR THE PERIOD FROM APRIL 1, 2016 – MARCH 31, 2017

Pursuant to the Charter of the Policy & Planning Committee, as adopted by the Philadelphia Housing Authority ("PHA") Board of Commissioners on May 21, 2015, by Resolution No. 11777, the Policy & Planning Committee is to report at least annually to the Board with respect to the activities of the Committee.

This report covers the time period from April 1, 2016 – March 31, 2017, which is the Fiscal Year 2017 for PHA ("FY 17").

The members of the Policy & Planning Committee during that reporting time period have been the following Board of Commissioner members, as appointed by the Chair of the PHA Board of Commissioners, Lynette Brown- Sow:

Herbert Wetzel (the elected Vice-Chair of the Board and Chair of the Policy & Planning Committee, as appointed by the Chair of the PHA Board), who served for all of FY 17,

Bonnie Camarda, who served for all of FY 17,

Asia Coney, who served for all of FY 17,

Amy Kurland, who served during her tenure as Commissioner in FY 17, from April 1, 2016 until approximately May of 2016; and

Frederick S. Purnell, Sr., from March 1, 2017 until the end of FY 17, March 31, 2017

Pursuant to the charter of the Policy & Planning Committee, the role of the Committee requires that it:

shall provide oversight and guidance in the development and Implementation of PHA's structure, policies and processes. The Committee's role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board with developing and maintaining PHA's mission, vision, and strategic direction, 2) oversee the development of PHA's policies and 3) provide advice to the Board and PHA management regarding the adoption or amendment of PHA policies or other action by PHA involving matters of public policy, when such matters are not otherwise to be determined by another committee of the Board.

The Committee is to meet at least four times a year (no less than quarterly).

The Policy & Planning Committee had eleven (11) meetings scheduled in the twelve-month reporting period for FY 17 (two had less than a quorum); none were scheduled in August or January and two (2) were held in in December.

The committee reviewed thirty-nine (39) resolutions for recommendation to the Board of Commissioners, including three (3) that were reviewed by the committee members outside of the normal meeting structure (where presentations were done by PHA staff for some committee members and information circulated to the entire committee, but there was no quorum, in November and February).

Four (4) written smoke-free implementation updates were also presented to the Committee during that time-period, which were also shared with the full Board after committee review.

With regard to policy initiatives, the Policy & Planning Committee was involved in the strategy for revitalizing the Sharswood/Blumberg neighborhood, including the development of the new PHA headquarters and the Vaux School; initiating a review of the implications of the new rule from the U.S. Department of Housing and Urban Development regarding Smoke-Free Policies; expanding affordable housing through vouchers, interactions with housing partners and advancing opportunities through the Rental Assistance Demonstration Program; environmental initiatives to reduce expenses; as well as other significant policy matters.



FY 2017 ANNUAL REPORT OF THE RESIDENT SERVICES COMMITTEE OF THE PHILADELPHIA HOUSING AUTHORITY, FOR THE PERIOD FROM APRIL 1, 2016 – MARCH 31, 2017

Pursuant to the Charter of the Resident Services Committee, as adopted by the Philadelphia Housing Authority ("PHA") Board of Commissioners on May 21, 2015, by Resolution No. 11777, the Resident Services Committee is to report at least annually to the Board with respect to the activities of the Committee.

This report covers the time period from April 1, 2016 – March 31, 2017, which is the Fiscal Year 2017 for PHA ("FY 17").

The members of the Resident Services Committee during that reporting time period have been the following Board of Commissioner members, as appointed by the Chair of the PHA Board of Commissioners, Lynette Brown- Sow:

Asia Coney, a member for all of FY 17 and Chair of the Resident Services Committee, as appointed by the Chair of the PHA Board);

Ethel M. Wise, a member for all of FY 17;

Ken Murphy, a committee member in FY 17 during his tenure as a PHA Commissioner, from April 1, 2016 until approximately May of 2016; and

Frederick S. Purnell (from October of 2017 until March 1, 2017)

Pursuant to the charter of the Resident Services Committee, the role of the Committee requires that it:

shall be responsible for the promotion of resident programs and services in support of PHA's mission. The Committee's role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board in determining the most productive and appropriate ways to enrich the lives of PHA residents and promote opportunities to achieve financial independence; 2) provide advice to the Board and PHA management regarding the adoption or amendment of strategies or policies related to resident services; and 3) enhance the interface between PHA, the Board and PHA residents.

The Committee is to meet at least four times a year (no less than quarterly).

The Resident Services Committee had three (3) official meetings in FY17, with the minutes for the July 12, 2016 meeting noting that, as of May 2016, there were only two members, Commissioners Coney and Wise, "so that informal meetings have been held between the two Commissioners regarding resident concerns and issues," although such meetings have not been formalized with minutes.

The committee reviewed one (1) resolution for recommendation to the Board of Commissioners, which was for language services, and also had presentations and discussions with PHA staff at other meetings regarding job opportunities and training, including a number of job training reports and the Resource Guide prepared by the Office for Community Operations and Resident Development ("CORD").

The Resident Services Committee continues to be a critical resource to PHA as a liaison with residents, through briefings and discussions with PHA staff, and has acted as a voice for PHA residents. Its activities have included advising and making recommendations to PHA on resident services programs, identifying areas that need improvement, and being conscious of the importance of having constructive and ongoing dialogue between PHA, the Board and residents.

RESOLUTION NO. 11930

RESOLUTION AUTHORIZING THE PURCHASE UP TO FIVE (5) HOMES IN STRAWBERRY MANSION FOR RE-SALE AS HOMEOWNERSHIP UNITS

WHEREAS, the Philadelphia Housing Authority ("PHA") has invested in affordable rental properties in the Strawberry Mansion section of the City of Philadelphia; and

WHEREAS, the Friends Rehabilitation Program, Inc. ("FRP") owns five (5) properties on North 31st Street that it has been unable to sell and has requested PHA's assistance; and


WHEREAS, the estimated cost for purchase, repair and marketing of these five (5) homes is an amount not to exceed six hundred twenty five thousand dollars (\$625,000.00); and

WHEREAS, PHA would like to encourage affordable homeownership in the Strawberry Mansion neighborhood, in which PHA has and continues to invest in affordable rental units; and

WHEREAS, PHA has a homeownership program where, after purchase of the units by PHA, PHA residents could take advantage of the opportunity to purchase their own homes; and

WHEREAS, in order to preserve PHA's investment in the community, PHA seeks the authority to enter into negotiations with FRP to purchase, repair and market the five (5) homes and to expend an amount not to exceed six hundred twenty five thousand dollars (\$625,000.00), in order to complete the related transactions;

BE IT RESOLVED, that the Board authorizes the President & CEO or his authorized designee(s) to negotiate and contract for the purchase of up to five (5) homes on N. 31st Street in the Strawberry Mansion neighborhood and to expend an amount not to exceed six hundred twenty five thousand dollars (\$625,000.00), and take all actions necessary to conclude the purchase, marketing and resale of the units to PHA residents for affordable homeownership.

I hereby certify that this was
APPROVED BY THE BOARD ON 4/20/17

ATTORNEY FOR PHA

RESOLUTION NO. 11931

RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE PHILADELPHIA HOUSING AUTHORITY AND THE MENTOR PROGRAM OF THE FIRST JUDICIAL DISTRICT OF PENNSYLVANIA

WHEREAS, the Mentors Empowering Now to Overcome Recidivism Program ("MENTOR Program") of the First Judicial District of Pennsylvania is a court-based program that provides support to a qualified group (excluding participants with a history of or current firearms offenses, violent felonies or sex crimes) seeking to re-enter society after a period of incarceration; and

WHEREAS, the MENTOR Program provides mentoring, case management, and judicial oversight, thereby reducing recidivism rates and improving quality of life, as well as encouraging its participants to use resources provided through a network of community-based partnerships; and

WHEREAS, securing affordable housing is one of the many challenges that MENTOR participants face, as they seek to stabilize their lives, re-enter society and achieve self-sufficiency; and

WHEREAS, the Philadelphia Housing Authority ("PHA") and the MENTOR Program seek to create a partnership that will provide housing opportunities for qualified MENTOR Program participants with appropriate and eligible PHA households, as encouraged by the Second Chance for Ex-Offenders Act of 2009, as amended in 2011; and

WHEREAS, participation by PHA households, to include a MENTOR participant, is only on a voluntary basis and contingent upon meeting the criteria set forth in the MOU; and

WHEREAS, participation by a MENTOR participant is also only on a voluntary basis and subject to eligibility and suitability screening, as set forth in the MOU; and

WHEREAS, this MOU will provide the structure for the formal relationship between PHA and the MENTOR Program;

BE IT RESOLVED, that the PHA Board of Commissioners hereby approves the attached MOU, in substantially the form attached hereto, and authorizes the President & CEO and/or his authorized designee(s) to execute the MOU on behalf of PHA, as set forth above, and perform all reasonable and necessary actions related to performance of the MOU.

I hereby certify that this was
APPROVED BY THE BOARD ON 4/20/17
[Signature]
ATTORNEY FOR PHA

ATTACHMENT TO RESOLUTION RE: MOU BETWEEN PHA AND THE MENTOR PROGRAM

This MEMORANDUM of UNDERSTANDING (hereafter called "the MOU"), entered into by the First Judicial District ("FJD") on behalf of Mentors Empowering Now to Overcome Recidivism (hereafter referred to as "the MENTOR Program"), and the Philadelphia Housing Authority (hereafter referred to as "PHA"), effective the 20th day of April 2017, per the resolution adopted by the Board of Commissioners for PHA on April 20, 2017.

WITNESSETH

WHEREAS, PHA is a public body, corporate and politic, organized and existing as a public housing authority in accordance with the Housing Authorities Law of 1937, which appears at Title 35, §1541 et seq., of the Pennsylvania Statutes; and

WHEREAS, the FJD, located at the Philadelphia Criminal Justice Center, 1301 Filbert Street, Suite 1210, Philadelphia, PA 19107, is composed of two courts and supporting departments which make up the Philadelphia County Court System; and

WHEREAS, the MENTOR Program, located at the Philadelphia Criminal Justice Center, 1301 Filbert Street, Suite 1210, Philadelphia, PA 19107, is an initiative of the FJD; and

WHEREAS, the mission of PHA is to provide safe, decent, and sanitary housing for persons of low income, in accordance with the United States Housing Act of 1937, as amended, which appears at Title 42, §1437 et seq., United States Code, and the Pennsylvania Housing Authorities Law of 1937; and

WHEREAS, the mission of the MENTOR Program is to interrupt the cycle of recidivism by providing a holistic and supportive reentry experience through mentoring and case management, thereby reducing recidivism rates and improving quality of life, in conjunction with collaborative oversight by judges, the Defender Association of Philadelphia, the Philadelphia District Attorney's Office and program volunteers; and

WHEREAS, PHA has an interest in partnering with the MENTOR Program in order to facilitate ex-offenders entry into subsidized housing programs, as encouraged by the federal Second Chance for Ex-Offenders Act of 2009, as amended in 2011;

NOW THEREFORE, in consideration of the mutual covenants set forth herein and intending to be legally bound hereby, the parties hereto agree as follows:

AGREEMENT

1. **INCORPORATION BY REFERENCE.** The resolution adopted by the PHA Board of Commissioners dated April 20, 2017 and the related procedures that govern the addition of MENTOR Program participants to public housing leases, as developed in collaboration between PHA, the FJD and the MENTOR Program, are hereby incorporated into this agreement.

2. **ACTIVITIES.**

A. **Lease Add-On**

Up to twenty (20) MENTOR Program participants may be added to heads of households' leases subject to the terms and conditions of the resolution dated April 20, 2017 and this MOU. The PHA head of household must not have an unresolved notice of lease termination at the time of the MENTOR Program participant's addition to the lease. MENTOR Program participants who are added to a PHA lease must have a minimum of six months remaining in their participation in MENTOR and must remain active and in good standing in the MENTOR Program during their residency in a PHA unit.

i. **Application Process**

The MENTOR Program may select up to 20 current MENTOR Program participants in good standing for referral to PHA and may maintain 20 total participants during the term of this MOU.

ii. Selection of Participants

PHA will determine the eligibility and suitability of referred MENTOR Program participants according to PHA's Admissions and Continued Occupancy Policy ("ACOP"). Participation in the MENTOR Program will be considered a mitigating factor in PHA's assessment of criminal history as a housing admissions eligibility factor, unless the participant's criminal history includes convictions for manufacturing methamphetamine in federally subsidized housing, or the participant is required to register as a lifetime sex offender or the participant has firearms offenses, violent felonies or convictions for sex crimes, per the MENTOR Program's admission criteria. PHA does not waive other eligibility criteria for MENTOR Program participants other than a participant's negative criminal history as described in this section. PHA agrees to acknowledge a MENTOR Program participant's priority for housing over other MENTOR Program participants as determined by the MENTOR Program. Participation or preference through the MENTOR Program does not provide any priority or preference outside of the MENTOR Program.

iii. Violations of the Lease

PHA agrees to communicate to the MENTOR Program material violations of the lease subsequent to the addition of a MENTOR Program participant to the household and eviction of a MENTOR Program participant.

iv. Failure to remain compliant with the MENTOR Program

The MENTOR Program agrees to communicate to PHA the failure of any referred participant to comply with the MENTOR Program during the first six months of residency in a PHA unit.

B. Data Sharing

The MENTOR Program and PHA shall identify and share data on MENTOR Program participants who are added to a PHA lease, as permitted by law, which will ensure the effective management and administration of the collaboration in accordance with the program policy and procedures. Confidential Information shall not include information which (a) is or becomes generally available to the public through no breach of the parties or any Representative thereof, (b) was available to the parties on a non-confidential basis prior to its disclosure by PHA, or (c) becomes available to the parties on a non-confidential basis from a person who is not under a nondisclosure obligation to PHA. Unless otherwise agreed to in writing by the parties, PHA and the MENTOR Program agree (a) to keep all Confidential Information confidential and not to disclose or reveal any Confidential Information to any person, and (b) not to disclose to any person any information about the services or any other facts relating thereto, or the fact that Confidential Information has been made available to the MENTOR Program or to PHA, in each case other than to those of its representatives who are actively and directly participating in, or otherwise need to know for purposes of performing, the services under this MOU. Both parties agree to take the same steps to safeguard and protect the confidentiality of the Confidential Information as it takes with respect to its own confidential information. Both parties will cause its representatives to observe the terms of this MOU and will be responsible for any breach of its terms by its representatives. Unless otherwise agreed to in writing by the parties, PHA and the MENTOR Program agree that each will use the confidential information only for purposes of performing the services under this MOU. In the event that either party is requested pursuant to, or required by, applicable law, regulation or legal process to disclose any Confidential Information, the party will provide the other with prompt notice of such request or requirement. If either party hereto determines not to proceed with this MOU, or upon completion of the services, parties will promptly deliver to the other all Confidential Information, including all copies, reproductions, summaries, compilations, third party analyses or extracts thereof or based thereon in its possession or in the possession of any Representative thereof.

3. AMENDMENTS. This MOU may be amended by the President and Chief Executive Officer of PHA and the Administrative Judge, or her designees, in writing signed by both parties, contingent upon review and signature by any appropriate party of the MENTOR Program and PHA's General Counsel. No oral representation, warranty, condition, or agreement of any kind or nature whatsoever shall be binding upon the parties hereto unless incorporated in this agreement in the form of an amendment.

4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this MOU shall not affect the validity or enforceability of the remaining portions of this MOU, unless the invalidity or unenforceability would substantially deprive a party of the benefits of this MOU.

5. DISSOLUTION. Either PHA or the MENTOR Program Administrators may terminate this MOU by giving 30 days' notice in writing, unless a shorter period of notice is mutually agreeable.

6. TERM AND REVIEW OF MOU.

A. The initial term of this MOU will be from April 20, 2017 to the ending date of April 20, 2019.

B. The parties may agree to extend the term of this MOU and revise or amend the services outlined herein for up to two years or more as agreed to by the parties in writing.

C. If the MOU expires and is not renewed, the affiliation between the parties will be dissolved and the dissolution procedures set forth in Section 5 of this MOU shall take effect.

7. NOTICE. Any notice required to be given hereunder shall be made by U.S. Registered Mail, return receipt requested, postage pre-paid, and shall be deemed to have been received on the date noted on the receipt returned to sender. Any such notice shall be addressed as follows:

FJD MENTOR
Criminal Justice Center
1301 Filbert Street
Suite 1210
Philadelphia PA 19107

PHILADELPHIA HOUSING AUTHORITY
12 S. 23rd Street
6th Floor
Philadelphia, PA 19103

Cc:

Office of Budget and Fiscal
395 City Hall
Philadelphia, PA 19107
215-683-7092

Jean.pettigrew@courts.phila.gov

8. CHOICE OF LAW. This MOU is executed pursuant to and shall be construed under the laws of the Commonwealth of Pennsylvania. In the event that a dispute arises under this MOU that cannot be resolved by the parties, jurisdiction shall rest with a Pennsylvania tribunal of competent jurisdiction.

IN WITNESS THEREOF, the parties hereto, have caused this Memorandum of Understanding to be executed by their respective officers the date and year of the herein above mentioned.

[Signature Lines Omitted for PHA and for the Honorable Jacqueline Allen, Administrative Judge, Trial Division, and the Honorable Michael Erdos, MENTOR Presiding Judge, both for the First Judicial District of PA]