



AMENDED **NOTICE AND AGENDA**

January 28, 2015

**ANNUAL MEETING OF THE MINNEAPOLIS PUBLIC HOUSING AUTHORITY IN AND FOR THE CITY
OF MINNEAPOLIS WILL BE HELD AT 1:30 P.M. AT 1001 WASHINGTON AVENUE NORTH,
MINNEAPOLIS, MINNESOTA**

The Executive Committee of the MPHA Board of Commissioners will meet at 12:00 Noon, same date and place

The Tenant Advisory Committee will meet at 12:00 Noon, same date and place

Commissioners: **F. Clayton Tyler, Chair**
 Charles T. Lutz, Vice Chair
 Daisy Nguyen, Secretary
 Tom DeAngelo, Commissioner
 Cara Letofsky, Commissioner
 Dorothy Robinson, Commissioner
 Hon. James Rosenbaum, Commissioner

GENERAL:

- Roll Call
- Approval of Agenda
- Minutes of Regular Meeting of December 17, 2014
- Election of Officers and Appointment of Committee Members

TENANT ADVISORY COMMITTEE – TAC Chairperson Comments

CONSENT:

1. Meeting Schedule for 2015 Board Meetings (Cora McCorvey, Executive Director / CEO)

RESOLUTION:

2. Declaration of Trust for 4046 Third Avenue South (Dean E. Carlson, Project Manager for Development)
3. Amendment to MPHA's Health Reimbursement Arrangement (HRA) Plan (Dennis Goldberg, DED / COO and Cora McCorvey, Executive Director / CEO)



DISCUSSION:

4. Amendments to MPHA Procurement Policy (Jonathan Klinkenberg, Director of Procurement)
5. Appointment of the Moving to Work Resident Advisory Board (RAB) (Bob Boyd, Director of Policy & Special Initiatives)
6. Approval of 2015 Pay Equity Implementation Report (Dennis Goldberg, DED / COO)

RECEIVE AND FILE:

- Monthly Performance Report for December 2014 (Cora McCorvey, Executive Director / CEO)

Next Regular Meeting:

**Wednesday, February 25, 2015 - 1:30p.m.
1001 Washington Avenue North
Minneapolis, MN 55401**

Notice: A portion of this meeting may be closed to the public pursuant to Minnesota Statutes Section 13D.03 or 13D.05.



**MINUTES OF A REGULAR MEETING OF THE
MINNEAPOLIS PUBLIC HOUSING AUTHORITY
IN AND FOR THE CITY OF MINNEAPOLIS
December 17, 2014**

The Minneapolis Public Housing Authority in and for the City of Minneapolis met in a regularly scheduled meeting at 1:30 P.M. on December 17, 2014, at 1001 Washington Avenue North, Minneapolis, Minnesota, the date, time, and place established for the holding of such meeting.

Roll Call:

The Chair called the meeting to order, the following members of the Board being present:

F. Clayton Tyler	Chair
Charles T. Lutz	Vice Chair
Tom DeAngelo	Commissioner
Cara Letofsky	Commissioner
Hon. James Rosenbaum	Commissioner

The following members of the Board were absent:

Daisy Nguyen	Secretary
Dorothy Robinson	Commissioner

The following others were also present:

Cora McCorvey	Executive Director / CEO
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The Chair declared the presence of a quorum.

Approval of Agenda:

Commissioner Lutz moved approval of the proposed agenda. The motion was seconded by Commissioner Letofsky. Upon a voice vote, the Chair declared the motion carried.

Approval of Minutes:

The Minutes of the Regular Meeting of October 22, 2014, were presented for approval. Commissioner Rosenbaum moved the minutes be accepted as presented. The motion was seconded by Commissioner Lutz. Upon a voice vote, the Chair declared the motion carried.

Item No. 1: Labor Contract Settlement - Operating Maintenance Engineers

After a brief presentation by staff and discussion, Commissioner DeAngelo moved approval of the recommendation set forth in the Report. Commissioner Letofsky seconded the motion. Upon a



voice vote, the Chair declared the motion carried. [See Document No. 2014-45]

Item No. 2: Retirement Plan Investment Alternatives - Emerging Markets

After a brief presentation by staff and discussion, Commissioner Lutz moved approval of the recommendation set forth in the Report. Commissioner Rosenbaum seconded the motion. Upon a voice vote, the Chair declared the motion carried. [See Document No. 2014-46]

Item No. 3: Write-Off of Delinquent Accounts for Former Public Housing Tenants

After a brief presentation by staff and discussion, Commissioner Rosenbaum moved approval of the recommendation set forth in the Report. Commissioner Lutz seconded the motion. Upon a voice vote, the Chair declared the motion carried. [See Document No. 2014-47]

Item No. 4: Amendment to increase the Employer Contribution to MPHA Retirement Plan

After a brief presentation by staff and discussion, Commissioner Letofsky moved approval of the recommendation set forth in the Report along with the corresponding Resolution attached thereto. Commissioner Lutz seconded the motion. Upon a roll call vote, five Commissioners voted "aye" (Commissioners DeAngelo, Letofsky, Lutz, Rosenbaum and Tyler) two Commissioners were absent and no Commissioner voted "nay". The Chair declared the motion carried. [See Document No. 2014-48]

Item No. 5: Resolution Approving the 2015 Public Housing Operating Budget, the Section 8 Housing Choice Voucher Budget, and the Central Office Budget

After a brief presentation by staff and discussion, Commissioner Rosenbaum moved approval of the recommendation set forth in the Report along with the corresponding Resolution attached thereto. Commissioner DeAngelo seconded the motion. Upon a roll call vote, five Commissioners voted "aye" (Commissioners DeAngelo, Letofsky, Lutz, Rosenbaum and Tyler) two Commissioners were absent and no Commissioner voted "nay". The Chair declared the motion carried. [See Document No. 2014-49]

Item No. 6: Health Reimbursement Arrangement (HRA) Plan and Voluntary Employee Beneficiary Association (VEBA) Trust

After a brief presentation by staff and discussion, Commissioner Lutz moved approval of the recommendation set forth in the Report along with the corresponding Resolution attached thereto. Commissioner Letofsky seconded the motion. Upon a roll call vote, five Commissioners voted "aye" (Commissioners DeAngelo, Letofsky, Lutz, Rosenbaum and Tyler) two Commissioners were absent and no Commissioner voted "nay". The Chair declared the motion carried. [See Document No. 2014-50]

Item No. 7: Flexible Spending Account (FSA) Plan

After a brief presentation by staff and discussion, Commissioner DeAngelo moved approval of the recommendation set forth in the Report along with the corresponding Resolution attached thereto. Commissioner Letofsky seconded the motion. Upon a roll call vote, five Commissioners voted "aye" (Commissioners DeAngelo, Letofsky, Lutz, Rosenbaum and Tyler) two Commissioners were absent and no Commissioner voted "nay". The Chair declared the motion carried. [See Document No. 2014-51]



Receive and File Items:

The following items were received and filed by the Board:

- The Monthly Performance Report for October 2014. [See Document No. 2014-52]
- The Monthly Performance Report for November 2014. [See Document No. 2014-53]

Adjournment:

There being no further business to come before the meeting, and upon a motion duly made and seconded, the meeting was adjourned at 2:13 p.m.

Secretary of the Board of Commissioners

Date These Minutes Approved



January 28, 2015

Agenda Item 1

REPORT TO THE BOARD OF COMMISSIONERS

FROM: Cora McCorvey, Executive Director / CEO

SUBJECT: Meeting Schedule for 2015 Board Meetings

Previous Directives: The Board of Commissioners adopted bylaws which provide that the Board adopts its annual meeting schedule at the first meeting held each year.

Resident Council Review/Recommendation: Not Applicable.

Budget Impact: Not Applicable

Affirmative Action Compliance: Not Applicable

Procurement Review: Not Applicable

RECOMMENDATION: It is recommended that the Board of Commissioners approve the regular meeting schedule for 2015 as presented below.

The following is the proposed schedule for regular meetings of the Minneapolis Public Housing Authority Board of Commissioners for the year 2015. Unless other duly noticed, all meetings will be held at 1001 Washington Avenue North, Minneapolis, Minnesota, at 1:30 p.m.

Wednesday, January 28, 2015 (annual)
Wednesday, February 25, 2015
Wednesday, March 25, 2015
Wednesday, April 22, 2015
Wednesday, May 27, 2015
Wednesday, June 24, 2015
Wednesday, July 22, 2015
Wednesday, August 26, 2015
Wednesday, September 23, 2015
Wednesday, October 28, 2015
Wednesday, November 18, 2015 (third Wednesday)
Wednesday, December 16, 2015 (third Wednesday)

Please note that the meetings are held on the fourth Wednesday of each month with the exceptions of November and December, which will be held on the third Wednesday of November and December because of the holidays.

This Report was prepared by Paula Sotelo. For further information, please call Cora McCorvey at 612-342-1439 or cmccorvey@mplspha.org.



January 28, 2015

Agenda Item 2

REPORT TO THE COMMISSIONERS

FROM: Cora McCorvey, Executive Director / CEO

SUBJECT: Declaration of Trust for 4046 Third Avenue South

Previous Directives: None.

Resident Council Review/Recommendation: This matter will be discussed with the Tenant Advisory Board (TAC) immediately prior to the Board's January 28, 2015 meeting.

Budget Impact: None

Affirmative Action Compliance: Not Applicable

Procurement Review: Not Applicable

RECOMMENDATION: It is recommended that the Board approve the attached Resolution and authorize the execution of Declaration of Trust documents for the scattered site public housing property at 4046 Third Avenue South.

The attached Declaration of Trust results from working with HUD on the disposition of the scattered site vacant lot at 4050 Third Avenue South. During that process it was discovered that no Declaration of Trust was on file for the adjacent scattered site public housing property at 4046 Third Avenue South. The Declaration of Trust is a legal document that grants HUD an interest in public housing property. An original of this executed document will be submitted to the Hennepin County Recorder's Office for recordation, with an original recorded copy provided to HUD.

Legal Description: Lot 13, Block 9 of Nicollet Park Addition to Minneapolis

This Report was prepared by Dean E. Carlson, MPHA's Project Manager for Development. For additional information, please contact Mr. Carlson at 612-342-1213 or dcarlson@mplspha.org.

Resolution No. 15-153

**RESOLUTION APPROVING AND AUTHORIZING
EXECUTION AND RECORDATION OF
DECLARATION OF TRUST**

WHEREAS, the Minneapolis Public Housing Authority in and for the City of Minneapolis (hereinafter called the "Local Authority") and the United States of America (herein called the "Government") heretofore entered into an Annual Contributions Contract as of September 26, 2001, and a Development Project Grant Amendment to the Annual Contributions Contract with the effective date as of May 13, 2014, relative to the development and operation of Low-Rent Housing Project(s) No. MN002000002; and

WHEREAS, under the provision of said Annual Contributions Contract, it is provided that, promptly upon acquisition of any sites or any additions to such sites of any project, the Local Authority shall execute and deliver an instrument confirming and further evidencing among other things, a covenant of the Local Authority not to convey or encumber the projects and shall cause such instrument and all amendments thereto to be duly recorded and filed of record; and

WHEREAS, the Local Authority has discovered that heretofore, no Declaration of Trust is on file for the property at 4046 Third Avenue South in Minneapolis, Minnesota the legal description of which is stated below:

Lot 13, Block 9, Nicollet Park Addition to Minneapolis;

NOW, THEREFORE, BE IT RESOLVED by the Local Authority as follows:

1. The Declaration of Trust hereinafter set forth is hereby approved and accepted, both as to form and substance, and the Chairperson or Vice-Chairperson is hereby authorized and directed to execute said Declaration of Trust on behalf of the Local Authority, and the Secretary or Executive Director is hereby authorized to impress the seal thereon and to attest the same, and thereafter the mentioned instrument is authorized to be recorded in the manner required under the laws of the State of Minnesota.
2. Said Declaration of Trust shall be in substantially the form attached hereto and made a part hereof.
3. This Resolution shall take effect immediately.

DECLARATION OF TRUST
(DEVELOPMENT GRANT PROJECTS)

Whereas, the MINNEAPOLIS PUBLIC HOUSING AUTHORITY IN AND FOR THE CITY OF MINNEAPOLIS (herein called the "Public Housing Agency (PHA)"), a public body corporate and politic, duly created and organized pursuant to and in accordance with the provisions of the laws or ordinances of the State of Minnesota, and the United States of America, by the Secretary of Housing and Urban Development (herein called "HUD"), pursuant to the United States Housing Act of 1937 (42 U.S.C. 1401, et seq.) and the Department of Housing and Urban Development Act (42 U.S.C. 3531, et seq.), entered into a certain contract with effective date as of September 26, 2001 (herein called the "Annual Contributions Contract"), and a certain Development Project Grant Amendment to the Annual Contributions Contract with the effective date as of May 13, 2014, providing for a grant to be made by HUD to assist the PHA in financing a lower income housing project; and

Whereas, as of the date of the execution of this Declaration of Trust, the Development Project Grant Amendment and the Annual Contributions Contract cover the lower income housing project located in the City of Minneapolis, County of Hennepin, State of Minnesota, which provides 750 dwelling units; and which lower income housing project is known as Project No. MN002000002; and

Whereas, the Project and acquisition of the site or sites thereof will have been financed with grant assistance provided by HUD.

Now Therefore, to assure HUD of the performance by the PHA of the covenants contained in the Development Project Grant Amendment and Annual Contributions Contract, the PHA does hereby acknowledge and declare that it is possessed of and holds in trust for the benefit of HUD,

for the purposes hereinafter stated, the following described real property situated in the City of Minneapolis, County of Hennepin, State of Minnesota, To Wit:

Unit 220 – 4046 3rd Avenue South Abstract
Lot 13, Block 9, Nicollet Park Addition to Minneapolis

and all buildings and fixtures erected or to be erected thereon or appurtenant thereto.

The PHA hereby declares and acknowledges that during the existence of the trust hereby created, HUD has been granted and is possessed of an interest in the above described Project property. To Wit:

The right to require the PHA to remain seized of the title to said property and to refrain from transferring, conveying, assigning, leasing, mortgaging, pledging, or otherwise encumbering or permitting or suffering any transfer, conveyance, assignment, lease, mortgage, pledge or other encumbrance of said income, or receipts therefrom or in connection therewith, or any of the benefits or contributions granted to it by or pursuant to the Annual Contributions Contract, or any interest in any of the same except that the PHA may (1), to the extent and in the manner provided in the Annual Contributions Contract, (a) lease dwellings and other spaces and facilities in the Project, or (b) convey or otherwise dispose of any real or personal property which is determined to be excess to the needs of the Project, or (c) convey or dedicate land for use as streets, alleys, or other public rights-of-way, and grant easements for the establishment, operation and maintenance of public utilities, or (d) enter into and perform contracts for the sale of dwelling units to members of tenant families, as authorized by the United States Housing Act of 1937, 42 U.S.C. 1437, et seq., or (2), with the approval of HUD, release the Project from the trust hereby created; Provided, That nothing herein contained shall be construed as prohibiting the conveyance of title to or the delivery of possession of the Project to HUD pursuant to the Annual Contributions Contract.

The endorsement by a duly authorized officer of HUD (1) upon any conveyance or transfer made by the PHA of any real or personal property which is determined to be excess to the needs of the Project, or (2) upon any instrument of conveyance or dedication of property, or any interest therein, for use as streets, alleys, or other public rights-of-way, or for the establishment, operation and maintenance of public utilities, or (3) upon any instrument

transferring or conveying a dwelling unit, or an interest therein, to a member of a tenant family, or (4) upon any instrument of release made by the PHA of the Project shall be effective to release such property from the trust hereby created.

Upon expiration of the period during which the PHA is obligated to operate the Project in accordance with the Annual Contributions Contract, the trust hereby created shall terminate and shall no longer be effective.

In Witness Whereof, the PHA by its officers thereunto duly authorized has caused these presents to be signed in its name and its corporate seal to be hereunto affixed and attested this _____ day of _____, 20____.

MINNEAPOLIS PUBLIC HOUSING
AUTHORITY IN AND FOR THE CITY
OF MINNEAPOLIS

(SEAL)

By: _____
Chairperson

ATTEST:

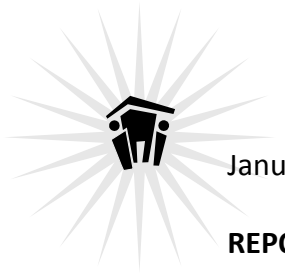
Secretary

STATE OF MINNESOTA)
) ss
COUNTY OF)

On this _____ day of _____, 20____, before me
appeared _____ and _____,
to me personally known, who being by me duly sworn did say that they are the Chairperson and
Secretary respectively of the _____, that the seal affixed to the
foregoing Declaration of Trust is the corporate seal of said Authority and that said Declaration of
Trust was executed on behalf of said Authority by authority of its Board of Commissioners.

Notary Public

THIS INSTRUMENT DRAFTED BY:
Office of Counsel
Department of Housing and
Urban Development
920 Second Avenue South, Suite 1300
Minneapolis, MN 55402-4012



January 28, 2014

Agenda Item 3

REPORT TO THE COMMISSIONERS

FROM: Cora McCorvey, Executive Director / CEO

SUBJECT: Amendment to MPHA's Health Reimbursement Arrangement (HRA) Plan

Previous Directives: On May 6, 2014, the MPHA Board of Commissioners passed a Resolution regarding the City of Minneapolis' action to exclude MPHA from its employee benefits program and to withhold from the Agency its payroll and HRIS administrative services. On December 17, 2014 the Board approved a Resolution adopting MPHA's Health Reimbursement Arrangement (HRA) Plan.

Resident Notification: This matter will be discussed with the Tenant Advisory Committee (TAC) immediately prior to the Board's January 28, 2015 meeting.

Impact on Budget: None. The proposed amendment to the HRA Plan implements the Plan's original intent.

Procurement Review: Not applicable.

RECOMMENDATION: It is recommended that the Board of Commissioners adopt a Resolution approving the amendments to the HRA-VEBA Plan described in this Report and authorize the Executive Director and/or her designees to take all actions necessary to implement the amendment.

On December 17, 2014, the MPHA Board of Commissioners adopted a Resolution approving the Agency's HRA Plan. Since that time, staff identified an error in the drafting of the original HRA Plan Document that creates an unintended negative consequence for non-active and former employees that prevents them from accessing their VEBA funds for reimbursement of eligible health expenses. Staff recommends that this oversight be corrected and that the language required to effect the correction be authorized along with any other technical edits to the Plan Document that may be necessary and appropriate.

If you have questions and/or need additional information regarding the proposed amendment to this Plan, please contact Dennis A. Goldberg, MPHA Deputy Executive Director / COO at (612) 342-1204 or dgoldberg@mplspha.org or Cora McCorvey, MPHA Executive Director / CEO at (612) 342-1495 or cmccorvey@mplspha.org.

RESOLUTION NO. 15-154

WHEREAS, the City of Minneapolis took actions that required MPHA to establish its own payroll, benefits, HRIS and benefits administration effective January 1, 2015; and

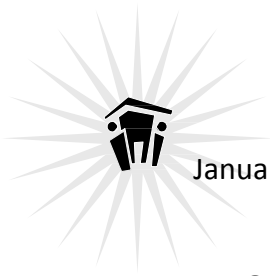
WHEREAS, the MPHA Board of Commissioners adopted a Resolution to continue employee benefits and services, including a Health Reimbursement Arrangement Plan (HRA Plan) and related Voluntary Employee Beneficiary Association (VEBA) Trust; and

WHEREAS, MPHA, as the Sponsor of the HRA Plan, identified an oversight in the drafting of the original HRA Plan Document that creates an unintended negative consequence for non-active and former employees that would prevent them from accessing their HRA Plan funds for reimbursement of eligible health expenses; and

WHEREAS, MPHA desires to correct the oversight and make additional technical changes to the plan where necessary and appropriate;

THEREFORE, BE IT RESOLVED, that the amendments to the HRA Plan described by the attached Report are approved with an effective date of January 1, 2015.

BE IT FURTHER RESOLVED, that the Executive Director or her designee is authorized to take all such actions that are deemed necessary and proper to implement the amendment and that the language required to effect the correction be authorized along with any other technical edits to the Plan Document that may be necessary and appropriate.



January 28, 2015

Agenda Item 4

REPORT TO THE COMMISSIONERS

FROM: Cora McCorvey, Executive Director / CEO

SUBJECT: Amendments to MPHA Procurement Policy

Previous Directives: The Board of Commissioners approved the Statement of Procurement Policy on August 24, 2005 and the most recent amendment thereto was approved on January 22, 2014.

Resident Council Review/Recommendation: This matter will be discussed with the Tenant Advisory Board (TAC) immediately prior to the Board's January 28, 2015 meeting.

Budget Impact: This action does not have an impact on the MPHA budget.

Affirmative Action Compliance: Not Applicable.

Procurement Review: This recommendation has been reviewed and approved by the Agency's Director of Procurement.

RECOMMENDATION: It is recommended that the Board of Commissioners authorize and direct the Executive Director to implement the revision to the MPHA Procurement Policy described by this Report.

As of January 1, 2015, Federal statutes governing Public Housing Authority procurement limits moved from 24 CFR 85.36 to 2 CFR 200. Under 2 CFR 200, the Micro-purchase and Small purchase thresholds are different than the ones listed under 24 CFR 85.36, and as such, are different than the thresholds noted in the MPHA Procurement Policy. The "Micro Purchase" threshold has been increased from \$2,000 to \$3,000 and the "Small Purchases" threshold has been increased from \$100,000 to \$150,000.

Staff recommends the following revision to the MPHA Procurement Policy:

"Micro Purchase" Threshold: MPHA may make purchases of goods and/or services without soliciting competitive quotations only where such goods and/or services have a value of \$3,000 or less and only where the Agency's Contracting Officer, or the Contracting Officer's designee, considers the price to be reasonable.

“Small Purchases”: For purchases over \$3,000 but less than \$150,000, MPHA must solicit and document price quotations from an “adequate number” of qualified sources, defined as two or more responsive quotes.

This Report was prepared by Jonathan Klinkenberg, MPHA’s Director of Procurement. For additional information, please contact Mr. Klinkenberg at 612-342-1489 or jklinkenberg@mplspha.org.



January 28, 2015

Agenda Item 5

REPORT TO THE COMMISSIONERS

FROM: Cora McCorvey, Executive Director / CEO

SUBJECT: Appointment of the Moving to Work Resident Advisory Board (RAB)

Previous Directives: On July 12, 2000, the MPHA Board of Commissioners approved MPHA's first Agency Plan as required under the Quality Housing and Work Responsibility Act of 1998 and subsequent regulations. In December 2008, the Board appointed the 2009 MTW Resident Advisory Board (RAB) for its MTW Plan and has continued this practice annually.

Resident Association Notification: The Board of Commissioners approves the composition of RAB but individual members of RAB are selected from among lease compliant residents by their respective resident organizations. Staff will work with the Minneapolis Highrise Representative Council (MHRC), the Glendale Resident Council (GRC) and the Minneapolis Scattered Site Resident Council (MSSRC) to identify suitable candidates for this important advisory board. In addition, the Section 8 - Housing Choice Voucher Program will identify candidates for RAB from among Section 8 Program Participants who are in good standing. This matter will be discussed with the Tenant Advisory Committee (TAC) immediately prior to the Board's January 28, 2015 meeting.

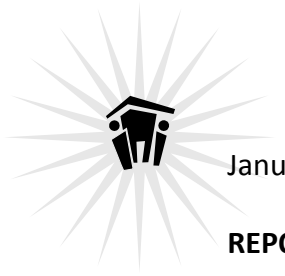
Impact on MPHA Budget: RAB members may be provided a modest stipend for their participation on the board.

Affirmative Action Compliance: Not applicable. RAB is a committee comprised exclusively of MPHA residents and Section 8 Program Participants.

Procurement Review: Not applicable.

RECOMMENDATION: It is recommended that the Board of Commissioners authorize staff to empanel the 2015 MTW RAB for the purpose of developing the Agency's 2016 MTW Plan.

MPHA became a full Moving to Work (MTW) Agency on January 29, 2008 through a signed and executed Amended and Restated Moving to Work Agreement with HUD. As an MTW Agency, MPHA is able to block grant its various funding sources, Public Housing Subsidy, Rents, Capital



January 28, 2015

Agenda Item 6

REPORT TO THE COMMISSIONERS

FROM: Cora McCorvey, Executive Director / CEO

SUBJECT: Approval of 2015 Pay Equity Implementation Report

Previous Directives: The Minneapolis Public Housing Authority last reported its compliance with the Minnesota Local Government Pay Equity Act in January, 2012 for the period ending December 31, 2011 as required by law and regulation.

Executive Committee: The Agency's Pay Equity Report will be discussed with the Executive Committee of the MPHA Board immediately prior to the Board's January 28, 2015 meeting.

Resident Association Notification: Not applicable.

Impact on MPHA Budget: None.

Affirmative Action Compliance: Not applicable

Procurement Review: Not applicable.

RECOMMENDATION: It is recommended that the Board of Commissioners 1) approve the Minneapolis Public Housing Authority's Pay Equity Implementation Report for the period ending December 31, 2014, 2) authorize the Chair to sign the 2015 report, and 3) direct that the approved report be filed with the Minnesota Department of Management and Budget as required by Minn. Stat. § 471.991 et seq.

Background Information: The Minnesota *Local Government Pay Equity Act*, Minn. Stat. § 471.991 et seq., requires Minnesota public sector employers to establish "reasonable compensation relationships" between the *female-dominated*, *male-dominated* and *balanced* classes of employees in its jurisdiction as those terms are defined by the Act. The Act also requires Minnesota public sector jurisdictions to report their compliance with these provisions as directed by the Minnesota Department of Management and Budget (formerly, the Minnesota Department of Employee Relations). The State requires compliance reporting every three years. As noted above, MPHA was last required to prepare and file a Pay Equity Implementation Report in January, 2012 for the period ending December 31, 2011.



Under the Act, “predicted pay” is the standard for comparing how males and females are compensated in the jurisdiction. Predicted pay is the average pay of male-dominated classes at any given job evaluation point value. An “underpayment ratio” (the percent of male-dominated classes below predicted pay divided by the percent of female-dominated classes below predicted pay) of at least 80.0 is required for a jurisdiction to be found in compliance with the Act.

Based upon our review and analysis of the Agency’s December 31, 2014 job classifications, and the rates of pay and job evaluation results for each, and by using the on-line reporting system provided by the State of Minnesota for these purposes, MPHA is reporting a December 31, 2014 underpayment ratio of 396.09 – an underpayment ratio substantially the same as its 2011 ratio and one which is also solidly in compliance with the Act’s requirements. A copy of the *Pay Equity Implementation Report* and *Compliance Report* is attached to this Report for the Board’s information, review, and approval.

The Act requires each jurisdiction’s governing body to confirm that the information contained in the report is correct and it requires the jurisdiction’s chief elected or appointed official to certify that the jurisdiction’s governing body has indicated its approval.

This Report was prepared by Deputy Executive Director Dennis A. Goldberg and the data contained in the report was verified by Susan Norby, Manager of Human Resources / EEO. If you have questions regarding this Report, please contact Mr. Goldberg at (612-342-1204) or dgoldberg@mplspha.org.

Funds and Section 8 / Housing Choice Voucher funds into a single fund which has the effect of increasing the Agency's flexibility when it develops its budgets. In addition, as an MTW Agency, MPHA is able to request waivers from HUD on most regulatory matters. This flexibility enables MPHA to create efficiencies and programs that better support the Agency's mission, its Strategic Plan and the needs of its residents and participants.

In developing the Agency's MTW Plan, HUD requires MPHA to create meaningful methods for resident involvement. Staff recommends creating an MTW Resident Advisory Board (RAB) to assist in the development of our FY2016 MTW Agency Plan. MPHA residents and Section 8 Program Participants are familiar with the Agency's planning process. This process supports broad-based and meaningful involvement by residents and Program Participants. Upon the approval of the Board of Commissioners, the MTW RAB will consist of the following:

- 3 representatives from the Minneapolis Highrise Representative Council (MHRC);
- 1 representative from the Glendale Resident Council (GRC);
- 1 representative from the Minneapolis Scattered Site Resident Council (MSSRC);
- 2 participants from Section 8/HCV;
- 3 representatives from the Tenant Advisory Committee;
- 3 from the Management, Maintenance and Modernization Committee; and,
- 1 member of the Security Advisory Committee (SAC).

The Policy and Special Initiatives Department will work with the MHRC, MSSRC, GRC and MPHA's Facilities and Development and Section 8/HCV Departments to ensure that both Public Housing residents and Section 8 Program Participants have an opportunity to participate in the MTW Agency Plan process.

This Report was prepared by Bob Boyd. If you have questions or need additional information, please contact Mr. Boyd at (612) 342-1437 or bboyd@mplspha.org.

Compliance Report

Jurisdiction: Minneapolis Public Housing Authority
1001 Washington Avenue North

Report Year: 2015
Case: 1 - 2014 DATA (Private (Jur Only))

Minneapolis MN 55401

Contact: Dennis Goldberg

Phone: (612) 342-1204

E-Mail: dgoldberg@mplspha.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	32	39	4	75
# Employees	139	120	14	273
Avg. Max Monthly Pay per employee	5,219.61	5,662.50		5,506.63

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 396.09 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	19	35
b. # Below Predicted Pay	13	4
c. TOTAL	32	39
d. % Below Predicted Pay (b divided by c = d)	40.63	10.26

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 257

Value of T = -10.502

a. Avg. diff. in pay from predicted pay for male jobs = \$73

b. Avg. diff. in pay from predicted pay for female jobs = \$696

III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 5.00

B. Avg. # of years to max salary for female jobs = 0.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP 0.00 *

B. % of female classes receiving ESP 0.00

*(If 20% or less, test result will be 0.00)

Job Class Data Entry Verification List

Case: 2014 DATA

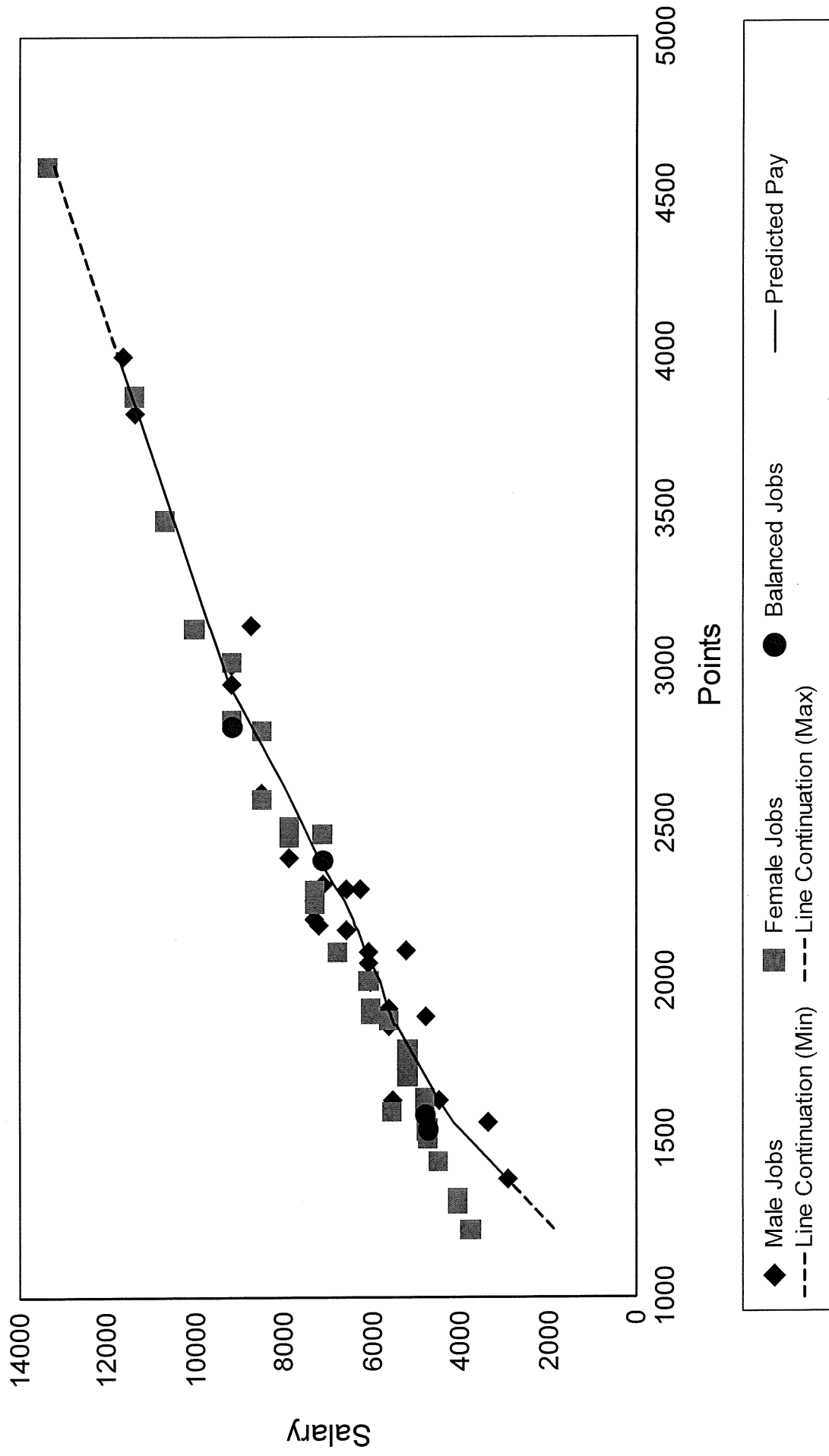
Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Clerk Receptionist	0	1	F	1,215	\$2,650.00	\$3,776.00	0.00	0.00	
2	Leasing Clerk	0	2	F	1,295	\$2,842.00	\$4,061.00	0.00	0.00	
3	Management Aide	4	12	F	1,315	\$2,842.00	\$4,061.00	0.00	0.00	
6	Bldg and Grounds Speciali	18	2	M	1,375	\$2,742.00	\$2,933.00	3.00	0.00	
8	Account Clerk	0	1	F	1,430	\$3,056.00	\$4,518.00	0.00	0.00	
9	Work Order Coordinator	0	4	F	1,505	\$3,330.00	\$4,748.00	0.00	0.00	
11	Administrative Assistant II	1	1	B	1,530	\$3,330.00	\$4,748.00	0.00	0.00	
74	Confidential Admin Assist I	0	1	F	1,530	\$3,389.00	\$4,780.00	0.00	0.00	
12	Eligibility Technician	5	27	F	1,535	\$3,330.00	\$4,748.00	0.00	0.00	
95	Pest Control Specialist	5	0	M	1,555	\$3,380.00	\$3,380.00		5.00	
13	Housing Inspector	3	1	B	1,575	\$3,460.00	\$4,826.00	0.00	0.00	
83	Assistant Property Manage	0	5	F	1,590	\$3,959.00	\$5,587.00	0.00	0.00	
15	Collection Agent	0	2	F	1,615	\$3,460.00	\$4,826.00	0.00	0.00	
16	Service and Maintenance	42	3	M	1,625	\$3,631.00	\$4,489.00	7.00	0.00	
17	Painter Journeyman	15	1	M	1,625	\$5,554.00	\$5,554.00	0.00	37.00	
18	Accounting Associate	0	2	F	1,635	\$3,460.00	\$4,826.00	0.00	0.00	
20	Payroll Coordinator	0	1	F	1,700	\$3,550.00	\$5,215.00	0.00	0.00	
22	Community ServicesCoord	0	2	F	1,730	\$3,550.00	\$5,215.00	0.00	0.00	
23	Tenant Accounting Coord	0	1	F	1,730	\$3,550.00	\$5,215.00	0.00	0.00	
78	Project Administrator	0	1	F	1,750	\$3,550.00	\$5,215.00	0.00	0.00	
75	Info & Website Coord	0	1	F	1,765	\$3,550.00	\$5,215.00	0.00	0.00	
80	AMP Office Coordinator	1	5	F	1,775	\$3,550.00	\$5,215.00	0.00	0.00	
25	Quality Control Specialist	0	1	F	1,785	\$3,550.00	\$5,215.00	0.00	0.00	
97	Senior Housing Inspector	1	0	M	1,860	\$3,849.00	\$5,645.00	0.00		
87	IT Analyst I	1	0	M	1,865	\$3,849.00	\$5,645.00	0.00		
27	HCV Quality and Technica	1	0	M	1,880	\$3,849.00	\$5,645.00	0.00	0.00	
79	Financial Analyst	0	1	F	1,880	\$3,849.00	\$5,645.00	0.00	0.00	
91	HPSCC Coordinator	0	1	F	1,880	\$3,849.00	\$5,645.00	0.00		
29	Operating Maintenance Er	5	0	M	1,890	\$4,798.00	\$4,798.00	0.00	17.00	
30	Carpenter Journeyman	11	2	M	1,895	\$5,756.00	\$5,756.00	0.00	27.00	
86	Executive Administrative A	0	1	F	1,900	\$4,291.00	\$6,048.00	0.00		
33	Buyer	1	0	M	1,915	\$3,849.00	\$5,645.00	0.00	0.00	
77	Human Resources Coord	0	1	F	1,915	\$4,291.00	\$6,048.00	0.00	0.00	
90	Paralegal	0	1	F	1,915	\$4,291.00	\$6,048.00	0.00		
34	Carpenter Foreman	2	0	M	2,000	\$6,060.00	\$6,060.00	0.00	0.00	
35	EDSS Grant Coordinator	0	1	F	2,005	\$4,165.00	\$6,104.00	0.00	0.00	
36	Marketing Specialist	0	1	F	2,005	\$4,165.00	\$6,104.00	0.00	0.00	
89	HCV Program Analyst	1	0	M	2,060	\$4,165.00	\$6,104.00	0.00		
39	IT Systems Engineer	1	0	M	2,095	\$4,165.00	\$6,104.00	0.00	0.00	
82	Property Manager	5	14	F	2,095	\$4,642.00	\$6,795.00	0.00		
96	Chief Operating Maintenac	1	0	M	2,100	\$5,250.00	\$5,250.00		40.00	
37	Construction Project Mana	1	0	M	2,165	\$4,503.00	\$6,604.00	0.00	0.00	
43	Electrician Foreman	1	0	M	2,180	\$7,230.00	\$7,230.00	0.00	11.00	
28	Asset Operations Coordin	1	0	M	2,200	\$5,019.00	\$7,331.00	0.00	0.00	
44	Supervisor Leasing and Oc	0	1	F	2,250	\$5,019.00	\$7,331.00	0.00	0.00	
46	Manager Maintenance	1	0	M	2,260	\$5,019.00	\$7,331.00	0.00	0.00	
47	Maintenance Team Leader	6	1	M	2,295	\$6,289.00	\$6,289.00	0.00	38.00	
48	Senior Financial Analyst	2	0	M	2,295	\$4,503.00	\$6,604.00	0.00	0.00	
49	Supervisor HCV	0	2	F	2,295	\$5,019.00	\$7,331.00	0.00	0.00	
93	Senior Project Manager	2	0	M	2,310	\$4,869.00	\$7,136.00	0.00		
88	IT Analyst II	1	1	B	2,385	\$4,869.00	\$7,136.00	0.00		
50	Supervisor Accounting	1	0	M	2,395	\$5,424.00	\$7,902.00	0.00	0.00	
51	Public Housing Manager	0	1	F	2,460	\$5,424.00	\$7,902.00	0.00	0.00	
53	Senior Accountant	0	1	F	2,470	\$4,869.00	\$7,136.00	0.00	0.00	
41	Staff Attorney	0	1	F	2,495	\$5,424.00	\$7,902.00	0.00	0.00	
54	Manager Leasing and Occ	0	1	F	2,580	\$5,870.00	\$8,529.00	0.00	0.00	
55	Manager Finance	1	0	M	2,600	\$5,879.00	\$8,529.00	0.00	0.00	
56	Senior Supervisor HCV	0	1	F	2,800	\$5,870.00	\$8,529.00	0.00	0.00	

Job Class Data Entry Verification List

Case: 2014 DATA

Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
81	Regional Property Manage	2	4	B	2,810	\$6,346.00	\$9,202.00	0.00		
94	Manager of Facilities and C	0	1	F	2,830	\$6,346.00	\$9,202.00	0.00		
85	Assistant Director of Procu	1	0	M	2,945	\$6,346.00	\$9,202.00	0.00		
59	Assist Director Finance	1	0	M	3,005	\$6,346.00	\$9,202.00	0.00	0.00	
60	Manager of Human Resou	0	1	F	3,015	\$6,346.00	\$9,202.00	0.00	0.00	
63	Director of Policy and Spec	1	0	M	3,120	\$10,040.00	\$10,040.00	0.00	21.00	
64	Director of IT	1	0	M	3,120	\$10,040.00	\$10,040.00	0.00	15.00	
84	Director of Procurement	1	0	M	3,120	\$10,040.00	\$10,040.00	0.00	1.00	
92	Director of HPSCC Campu	0	1	F	3,120	\$10,040.00	\$10,040.00		21.00	
66	Assist Director of Maintena	1	0	M	3,130	\$8,763.00	\$8,763.00	0.00	30.00	
67	Managing Director HCV	0	1	F	3,465	\$10,709.00	\$10,709.00	0.00	19.00	
68	Managing Director LIPH	0	1	F	3,465	\$10,709.00	\$10,709.00	0.00	22.00	
69	Deputy Executive Director	1	0	M	3,805	\$11,379.00	\$11,379.00	0.00	21.00	
70	Deputy Executive Director	1	0	M	3,805	\$11,379.00	\$11,379.00	0.00	22.00	
71	General Counsel	0	1	F	3,860	\$11,379.00	\$11,379.00	0.00	16.00	
72	Deputy Executive Director	1	0	M	3,985	\$11,646.00	\$11,646.00	0.00	8.00	
73	Executive Director CEO	0	1	F	4,590	\$13,387.00	\$13,387.00	0.00	37.00	

Job Number Count: 75



Predicted Pay Report for Minneapolis Public Housing Authority
Case: 2014 DATA

1/27/2015

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
1	Clerk Receptionist	0	1	1	Female	1,215	\$3,776.00	\$1,893.63	\$1,882.37
2	Leasing Clerk	0	2	2	Female	1,295	\$4,061.00	\$2,432.95	\$1,628.05
3	Management Aide	4	12	16	Female	1,315	\$4,061.00	\$2,567.21	\$1,493.79
6	Bldg and Grounds Specialist	18	2	20	Male	1,375	\$2,933.00	\$2,972.27	(\$39.27)
8	Account Clerk	0	1	1	Female	1,430	\$4,518.00	\$3,343.19	\$1,174.81
9	Work Order Coordinator	0	4	4	Female	1,505	\$4,748.00	\$3,848.38	\$899.62
11	Administrative Assistant II	1	1	2	Balanced	1,530	\$4,748.00	\$4,016.77	\$731.23
74	Confidential Admin Assist II	0	1	1	Female	1,530	\$4,780.00	\$4,016.77	\$763.23
12	Eligibility Technician	5	27	32	Female	1,535	\$4,748.00	\$4,050.90	\$697.10
95	Pest Control Specialist	5	0	5	Male	1,555	\$3,380.00	\$4,148.82	(\$768.82)
13	Housing Inspector	3	1	4	Balanced	1,575	\$4,826.00	\$4,244.38	\$581.62
83	Assistant Property Manager	0	5	5	Female	1,590	\$5,587.00	\$4,318.43	\$1,268.57
15	Collection Agent	0	2	2	Female	1,615	\$4,826.00	\$4,443.53	\$382.47
16	Service and Maintenance Spec	42	3	45	Male	1,625	\$4,489.00	\$4,493.40	(\$4.40)
17	Painter Journeyman	15	1	16	Male	1,625	\$5,554.00	\$4,493.40	\$1,060.60
18	Accounting Associate	0	2	2	Female	1,635	\$4,826.00	\$4,543.27	\$282.73
20	Payroll Coordinator	0	1	1	Female	1,700	\$5,215.00	\$4,859.23	\$355.77
22	Community ServicesCoord	0	2	2	Female	1,730	\$5,215.00	\$5,025.85	\$189.15
23	Tenant Accounting Coord	0	1	1	Female	1,730	\$5,215.00	\$5,025.85	\$189.15
78	Project Administrator	0	1	1	Female	1,750	\$5,215.00	\$5,095.76	\$119.24
75	Info & Website Coord	0	1	1	Female	1,765	\$5,215.00	\$5,119.30	\$95.70
80	AMP Office Coordinator	1	5	6	Female	1,775	\$5,215.00	\$5,151.35	\$63.65
25	Quality Control Specialist	0	1	1	Female	1,785	\$5,215.00	\$5,183.39	\$31.61
97	Senior Housing Inspector	1	0	1	Male	1,860	\$5,645.00	\$5,463.18	\$181.82
87	IT Analyst I	1	0	1	Male	1,865	\$5,645.00	\$5,506.36	\$138.64
27	HCV Quality and Technical Spec	1	0	1	Male	1,880	\$5,645.00	\$5,559.63	\$85.37
79	Financial Analyst	0	1	1	Female	1,880	\$5,645.00	\$5,559.63	\$85.37
91	HPSCC Coordinator	0	1	1	Female	1,880	\$5,645.00	\$5,559.63	\$85.37
29	Operating Maintenance Engineer	5	0	5	Male	1,890	\$4,798.00	\$5,595.55	(\$797.55)
30	Carpenter Journeyman	11	2	13	Male	1,895	\$5,756.00	\$5,607.15	\$148.85
86	Executive Administrative Assis	0	1	1	Female	1,900	\$6,048.00	\$5,623.19	\$424.81
33	Buyer	1	0	1	Male	1,915	\$5,645.00	\$5,670.76	(\$25.76)
77	Human Resources Coord	0	1	1	Female	1,915	\$6,048.00	\$5,670.76	\$377.24
90	Paralegal	0	1	1	Female	1,915	\$6,048.00	\$5,670.76	\$377.24
34	Carpenter Foreman	2	0	2	Male	2,000	\$6,060.00	\$5,846.27	\$213.73

Predicted Pay Report for Minneapolis Public Housing Authority
Case : 2014 DATA

1/27/2015

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
35	EDSS Grant Coordinator	0	1	1	Female	2,005	\$6,104.00	\$5,860.42	\$243.58
36	Marketing Specialist	0	1	1	Female	2,005	\$6,104.00	\$5,860.42	\$243.58
89	HCV Program Analyst	1	0	1	Male	2,060	\$6,104.00	\$6,037.59	\$66.41
39	IT Systems Engineer	1	0	1	Male	2,095	\$6,104.00	\$6,143.00	(\$39.00)
82	Property Manager	5	14	19	Female	2,095	\$6,795.00	\$6,143.00	\$652.00
96	Chief Operating Maintenance Eng	1	0	1	Male	2,100	\$5,250.00	\$6,158.28	(\$908.28)
37	Construction Project Manager	1	0	1	Male	2,165	\$6,604.00	\$6,354.33	\$249.67
43	Electrician Foreman	1	0	1	Male	2,180	\$7,230.00	\$6,399.65	\$830.35
28	Asset Operations Coordinator	1	0	1	Male	2,200	\$7,331.00	\$6,459.40	\$871.60
44	Supervisor Leasing and Occ	0	1	1	Female	2,250	\$7,331.00	\$6,613.39	\$717.61
46	Manager Maintenance	1	0	1	Male	2,260	\$7,331.00	\$6,641.21	\$689.79
47	Maintenance Team Leader	6	1	7	Male	2,295	\$6,289.00	\$6,827.07	(\$538.07)
48	Senior Financial Analyst	2	0	2	Male	2,295	\$6,604.00	\$6,827.07	(\$223.07)
49	Supervisor HCV	0	2	2	Female	2,295	\$7,331.00	\$6,827.07	\$503.93
93	Senior Project Manager	2	0	2	Male	2,310	\$7,136.00	\$6,880.62	\$255.38
88	IT Analyst II	1	1	2	Balanced	2,385	\$7,136.00	\$7,193.64	(\$57.64)
50	Supervisor Accounting	1	0	1	Male	2,395	\$7,902.00	\$7,235.59	\$666.41
51	Public Housing Manager	0	1	1	Female	2,460	\$7,902.00	\$7,468.31	\$433.69
53	Senior Accountant	0	1	1	Female	2,470	\$7,136.00	\$7,507.18	(\$371.18)
41	Staff Attorney	0	1	1	Female	2,495	\$7,902.00	\$7,603.04	\$298.96
54	Manager Leasing and Occupancy	0	1	1	Female	2,580	\$8,529.00	\$7,842.00	\$687.01
55	Manager Finance	1	0	1	Male	2,600	\$8,529.00	\$7,916.90	\$612.10
56	Senior Supervisor HCV	0	1	1	Female	2,800	\$8,529.00	\$8,935.63	(\$406.63)
81	Regional Property Manager	2	4	6	Balanced	2,810	\$9,202.00	\$8,958.21	\$243.79
94	Manager of Facilities and Capi	0	1	1	Female	2,830	\$9,202.00	\$9,003.77	\$198.23
85	Assistant Director of Procurem	1	0	1	Male	2,945	\$9,202.00	\$9,264.47	(\$62.47)
59	Assist Director Finance	1	0	1	Male	3,005	\$9,202.00	\$9,400.75	(\$198.75)
60	Manager of Human Resources	0	1	1	Female	3,015	\$9,202.00	\$9,423.34	(\$221.34)
63	Director of Policy and Spec In	1	0	1	Male	3,120	\$10,040.00	\$9,661.45	\$378.55
64	Director of IT	1	0	1	Male	3,120	\$10,040.00	\$9,661.45	\$378.55
84	Director of Procurement	1	0	1	Male	3,120	\$10,040.00	\$9,661.45	\$378.55
92	Director of HPSCC Campus	0	1	1	Female	3,120	\$10,040.00	\$9,661.45	\$378.55
66	Assist Director of Maintenance	1	0	1	Male	3,130	\$8,763.00	\$9,684.42	(\$921.42)
67	Managing Director HCV	0	1	1	Female	3,465	\$10,709.00	\$10,533.04	\$175.96
68	Managing Director LIPH	0	1	1	Female	3,465	\$10,709.00	\$10,533.04	\$175.96

Predicted Pay Report for Minneapolis Public Housing Authority

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Case: 2014 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
69	Deputy Executive Director CFO	1	0	1	Male	3,805	\$11,379.00	\$11,321.54	\$57.46
70	Deputy Executive Director F&D	1	0	1	Male	3,805	\$11,379.00	\$11,321.54	\$57.46
71	General Counsel	0	1	1	Female	3,860	\$11,379.00	\$11,454.84	(\$75.84)
72	Deputy Executive Director COO	1	0	1	Male	3,985	\$11,646.00	\$11,757.42	(\$111.42)
73	Executive Director CEO	0	1	1	Female	4,590	\$13,387.00	\$13,223.73	\$163.27

Job Number Count: 75