



**MINUTES OF A REGULAR MEETING OF THE  
MINNEAPOLIS PUBLIC HOUSING AUTHORITY  
IN AND FOR THE CITY OF MINNEAPOLIS  
January 23, 2019**

The Minneapolis Public Housing Authority in and for the City of Minneapolis met in a regularly scheduled meeting at 1:30 P.M. on January 23, 2019, 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:

Charles T. Lutz	Vice Chair
Mikkel Beckmen	Secretary
Abdullahi Isse	Commissioner
Cara Letofsky	Commissioner
Tamir Mohamud	Commissioner
Faith Xiong	Commissioner

The following members of the Board were absent:

F. Clayton Tyler	Chair
Tom DeAngelo	Commissioner
Hon. James Rosenbaum	Commissioner

The following others were also present:

Greg Russ	Executive Director / CEO
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The Chair declared the presence of a quorum.

**Approval of Agenda:**

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

**Approval of Minutes:**

The Minutes of the Regular Meeting of December 19, 2018, were presented for approval. Commissioner Xiong moved the minutes be accepted as presented. The motion was seconded by Commissioner Isse. Upon a voice vote, the Chair declared the motion carried.



## **Election of Officers and Appointment of Committee Members:**

Postponed until the February 27, 2019 Board of Commissioners Meeting.

## **Executive Director's Update:**

In an effort to keep MPHA Commissioners, staff and the public informed regarding significant activities being addressed by the Agency, Executive Director Russ spoke briefly on the topics shown below, upon which the Board took no official action:

### **Financial planning for the federal government shutdown – Update** (Presentation by Tim Durose)

MPHA has funding through February for the public housing operating subsidy and the Section 8 housing assistance and administrative fees and the funds have been loaded into HUD's disbursement system for regular distribution. The Capital Fund grant that was awarded in 2018 has also been loaded into HUD's disbursing system. Should the shutdown continue into March we would rely upon \$23 million in operating reserves and approximately \$17 million in Capital Fund awards to help MPHA sustain operations. About \$6.6 million in March will be needed to cover our cash flow needs. The majority of that money, \$4 million, would go to the Housing Assistance Payments (HAP) for our Section 8 program. We will come back to the board in February, with a list of ideas for some cost reductions to implement, to help reduce our cash flow needs should the shutdown continue into March and into the future.

### **IT System Update – "One MPHA"** (Presentation by Mohamed Dirie)

This year long initiative was due to the current state of LIPH, HCV and Finance software programs - none operate as a single platform program. The results of having multiple platforms were redundancy of functions, extra cost, lack of productivity, and difficulty of reporting. MPHA's vision for transformation begins with having a common platform that fits all business requirements with few customizations. The two project teams (the Steering Committee and the Core Platform Team) worked together over a year-long process. During this period, the teams accomplished: the project Initiation; evaluated platform successes and failures with several housing agencies; attended vendor conferences; invited demos from several vendor/software companies; and invited staff and vendors for scenario demonstrations. The RFP was written in late 2018 and scoring was recently completed. The top selected vendor will be sent to the Board for approval in February.

### **New hires: Human Resources Director and IT Director**

The new Human Resources Director is Teresa Jepma, she has over 20 years of human resources experience, including, 13 years with Hennepin County. She's an adjunct faculty member with a number of universities and colleges and holds a Doctorate of Management and Organizational Leadership and a Masters of Human Resources Management. The new IT Director is Lisa Wu, she has 30 years IT experience including programming and engineering. She has worked with Hennepin County, Carver County and the City of Eden Prairie. She holds a Masters of Computer Science and a Bachelors in Electrical Engineering. Both directors will start in February.



**Item No. 1: Meeting Schedule for 2019 Board of Commissioners Meetings**

After a brief presentation by staff and discussion, Commissioner Mohamud 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. 2019-01]

**Item No. 2: Elevator Capital Improvements**

After a brief presentation by staff and discussion, Commissioner Mohamud moved approval of the recommendation set forth in the Report. Commissioner Isse seconded the motion. Upon a voice vote, the Chair declared the motion carried. [See Document No. 2019-02]

**Item No. 3: Social Services Contract with Volunteers of America**

After a brief presentation by staff and discussion, Commissioner Letofsky moved approval of the recommendation set forth in the Report. Commissioner Beckmen seconded the motion. Upon a voice vote, the Chair declared the motion carried. [See Document No. 2019-03]

**Receive and File Items:**

The following items were received and filed by the Board:

- The Monthly Performance Report for December 2018. [See Document No. 2019-04]

The following items were not on the printed agenda but were presented to the Board and filed as “Receive and File” items.

- Memorandum to the Board: Financial Planning – Federal Government Shutdown – Presentation by Tim Durose, CFO [See Document No. 2019-05]
- PowerPoint: One MPHA - Presentation by Mohamed Dirie, IT Analyst [See Document No. 2019-06]

**Adjournment:**

There being no further business to come before the meeting, and upon a motion duly made and seconded, the meeting was adjourned at 2:15 p.m.

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Secretary of the Board of Commissioners

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Date These Minutes Approved

