

**BOARD MEETING**  
**HOUSING AUTHORITY OF FULTON**  
**COUNTY BOARD OF COMMISSIONERS**

August 15, 2024  
10:00 AM



Zoom: <https://zoom.us/j/99119140658?pwd=TEhraOtlFiSebZmpFYse4izaRw6DHX.1>

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**POST AGENDA MINUTES**

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<b>CALL TO ORDER:</b>	<b>10:15 AM</b>
<b>ROLL CALL:</b>	
Felicia Moore (At Large)	Attended
Stephen Davis -Commissioned (District 1)	Attended
Holly York – Commissioned (District 2)	Virtual
Laura Waites – Commissioned (District 3)	Attended
Vacant – Commissioned (District 4)	
Vacant – Commissioned (District 5)	
Ryan Glover – Commissioned (District 6)	Attended

**APPROVAL OF AGENDA**

Acting Chair Moore entertained a motion to approve the agenda with the clerical correction. Motion to approve the agenda was moved by Commissioner Davis, seconded by Commissioner York. Unanimously approved.

**APPROVAL OF MINUTES**

Acting Chair Moore entertained a motion to approve the minutes of July 31, 2024. Motion to approve the minutes of July 31, 2024, was moved by Acting Vice Chair Waits, seconded by Commissioner York.

**PUBLIC COMMENTS**

Mr. Mario Williams, attorney for Ms. Sherrika Bellamy, stated that he wanted to encourage the new members of the board to take a critical look at the facts and circumstances surrounding the termination of Ms. Bellamy. He advised that he was not at the meeting to argue a lawsuit but felt that a determination was warranted, and she was wrongfully terminated.

Mrs. Sherrika Bellamy stated she has fifteen years of experience in housing on the executive level and is fully certified. She mentioned that she started a position at HAFC on the executive level in January of 2024, which was her second time being employed with HAFC. Ms. Bellamy stated that there were a lot of things that were incorrectly done at the agency. She reported the situation to HUD, OIG, FBI, the news station, and to the Fulton County Board of Commissioners. She was sent a letter stating that she was being placed on administrative leave with pay until an investigation was carried out. On June 28<sup>th</sup>, she received in writing a letter stating she was terminated as of May 2024. She advised the board that she was awarded an appeal through the executive team who withheld her termination.

Mr. Ryan Shakir spoke on when he and his relatives grew up in Atlanta public housing. His hope is for the board members to do something regarding the public housing vouchers. Also, he advised the board to take a look at the land where the public housing was demolished and do something about it. Mr. Shakir suggested using the land to get whatever the percentage is to qualify individuals for public housing. Individuals need public housing, and a decision needs to be made to help those individuals.

Attorney Patterson advised the board that Mr. Williams, Mrs. Bellamy's attorney, sent him a demand letter threatening to sue the Housing Authority of Fulton County. He has sent the letter of demand to the Housing Authority of Fulton County's insurance carrier who is representing the agency in this matter.

## **NEW BUSINESS**

### **2408-01 Interim Executive Director Report**

Mrs. Hinton informed the Board that fifty-nine annual recertifications were processed, twenty-one interim re-examinations were processed and completed, thirteen families transferred and moved to other units and 4 End of Participations (EOP) were processed. No submission of 50058s occurred for the month of July. The PIC (Public Housing Information Center) submission rate for the HCV program is 86.06. The HAFC current ACC count for the HCV program is 960 vouchers. Per PIC we currently administer 1136 vouchers, including regular HCV Vouchers, Outgoing Ports, Port-Ins, Project Base, Homeownership, FSS, and Emergency Housing Vouchers.

Sixteen families ported into the HAFC and completed their briefings, eighteen incoming port families were housed, and two port-in families were processed as new admissions. Thirty-three annual inspections were conducted as of August 13, 2024, and four initial inspections for move-ins were conducted. There were twenty-nine active Family Self-Sufficiency participants and five new pending families, thirty-five emergency housing vouchers, five family unification vouchers and twelve active families with mortgages/homeownerships. There was no public housing certifications processed for July and August 2024. No 50058 submissions occurred for the month of July for public housing. The Public Housing Information Center (PIC) submission rate for public housing is 36.00. The HAFC current ACC for the PH program is 132 vouchers. She is in the process of scheduling appointments to meet with the property managers of the HAFC unities, both owned and in partnership.

### **2408-02 FINANCE REPORT**

Mrs. Hinton informed the Board that there were currently no financial statements available. Copies of the payables that were paid for the month of July through August 13, 2024, were attached to the agenda. Acting Chair Moore stated that she had the opportunity to sign some checks and for transparency purposes, she suggests that the information be included in the financial report. She recommends that HAFC does not pay for services before the deliverables are received. Also, make sure that the agency is doing what is necessary financially.

Acting Chair Moore entertained a motion to acknowledge receipt of the financial information. by Commissioner Davis made to acknowledge receipt of the financial information, seconded by Acting Vice Chair Waits.

### **2408-03 CVR Consultant Report**

Tracey Sheffield informed the Board that they were able to locate a printed copy of the administrative plan which was approved by the Board of Commissioners on August 20, 2020. In addition, an email was found dated July 2023 that advised the staff regarding changes to subsidy standards. That is, advising how vouchers are issued to families based on their family composition. December 2023 payment standards are currently above 100% of the small area fair market rents. Ms. Sheffield recommended that the administrative plan is updated with updated guidance and saved in a word version. The current administrative plan is outdated.

Currently, the Housing Choice Voucher (HCV) program does not have an HCV manager. There are two housing Quality Standard Inspectors (QSI), a Family Self-Sufficiency Coordinator (FSS) who assists with family unification, emergency housing vouchers and homeownership vouchers, a housing specialist who focuses on continued occupancy affordability participants. In addition, there are two housing specialists who share the HCV caseloads.

The incoming portability specialist assists families who are ported in from outside jurisdictions. Also, there is an administrative liaison who assists with administrative support.

CVR's initial assessment indicates that the HCV staff is in desperate need of management, guidance and direction for day-to-day activities and operations. It was recommended that the forms used in the HCV packets are updated to the current versions that HUD provides. The current system that the HCV uses is Tenmast which seems to be outdated. Before changing to the Yardi Voyager system, CVR recommends that a software conversion does not happen until the data is cleaned up in the current system. Two or three of the staff mentioned that they need access to the Enterprise Income Verification System. The EIV system is used to pull down certain types of income for the households that they serve, such as Social Security, SSI, and Unemployment to help with the recertification process. As soon as VMS and EIV access is given, CVR can start cleaning up the information. Access to the VMS and EIV systems is critical.

There are currently 28,000 applicants on the HCV waiting list.

Mr. Courtney conducted an interview with the two inspectors. His assessment indicated that guidance and support are needed due to the annual housing quality inspections being behind. Quality control inspections have not been conducted, which is recommended for CMAP review each year by HUD in accordance with HUD requirements. Also, it was noted that there is a significant amount of time manually inputting the data. He plans to shadow the inspectors as they are inspecting units to make sure the inspections are done in accordance with the regulations.

Ms. Cobb has been working on information regarding the FSS program to gain knowledge about things that are going on in that area. She has also been working on quality control file reviews to conduct an assessment to see if staff are using proper calculations to calculate rent, income, and deductions. HUD requires proper calculations on the HUD 5005A form which is submitted to HUD.

#### **2408-04 Consultant/Executive Team Report**

Dr. Harper informed the Board of their findings while serving as consultants to keep HAFC afloat so that the housing needs of those who need services are met. By doing so, they hired Mrs. Hinton and CVR to come in to figure out the problems on the HCV side. She stated that the interim director, Mrs. Hinton, is doing an outstanding job of reorganizing training and cross training of staff and productivity. The executive team observed the effectiveness and the efficiency of the day-to-day operations of the agency's staff performance and knowledge of duties and responsibilities, interaction with customers and knowledge of housing regulations and compliance. The findings were a lack of dedicated leadership, no executive director, no deputy director, no finance director, no human resource director, no direct director of operations, nor an executive assistant. By not having any of one in any of those positions, it directly impacted on the staff. Staff performed multiple duties without completion or compensation, which resulted in low staff morale. There was also a lack of updated and sufficient policies and procedures regarding general operations of the organization.

Dr. Harper stated that the facility itself needs a lot of maintenance. She mentioned that the executive team will be producing a comprehensive and detailed report of findings and recommendations, and the critical needs to be addressed within two weeks.

## Resolutions

### 2408-05 Hiring/Onboarding Personnel Freeze

Acting Chair Moore read the Resolution and entertained a motion to adopt the Resolution for Hiring/Onboarding Personnel Freeze. The motion to adopt the Resolution for Hiring/Onboarding Personnel Freeze was moved by Commissioner Davis, seconded by Commissioner Glover.

### 2408-06 Professional Services Contracts (Emergency Procurement)

Acting Chair Moore stated that the Professional Service Contract (Emergency Procurement) will be discussed at the Special Board meeting.

### 2408-07 Set date for HUD Board Training

Acting Chair Moore stated that once she meets with HUD, she will find out if the HUD Board Training is an hour or two-hour training, then the board will schedule the training.

### 2408-08 Set Special Board Meeting/Retreat

Acting Chair Moore mentioned that a special board meeting is needed to make decisions on legal matters and financial situations. She will send another e-mail regarding the board members' availability.

Acting Chair Moore entertained a motion to extend Ms. Hinton's contract to September 30, 2024. Motion to extend Mrs. Hinton's contract to September 30, 2024, was moved by Acting Vice Chair Waits, seconded by Commissioner Davis.

### 2408-09 Legal Matters – None

## ADJOURNMENT

Acting Chair Moore entertained a motion to adjourn the meeting Motion to adjourn the meeting was moved by Acting Vice Chair Waits, seconded by Commissioner Davis.

Approved:

  
Felicia Moore, Acting Board Chair

  
Date