

MINUTES OF REGULAR MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MAY 28, 2024 – 5:00 PM

The Reading Housing Authority Board of Commissioners held a Workshop and Commissioners Meeting on Tuesday, May 28, 2024, at the William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, PA.

WORKSHOP MEETING

The Workshop Meeting began with a video presentation honoring the winners of the 37th Pennsylvania Association of Housing & Redevelopment Agencies (PAHRA) Annual Scholarship Awards, which supports further education for residents.

Scholarship recipients were given the opportunity to discuss their goals and inspirations. They shared their thoughts on questions such as what they are most excited about after completing their education, what advice they would offer to young people in the community, what influenced their decision to pursue further education, and what words of encouragement they would give their younger selves.

Five applications for the PAHRA Scholarships were submitted by RHA, with three selected from 21 applications statewide.

The board acknowledged the following RHA employees: Tad Geisler was promoted to Inspection Manager, Mya Hornberger was promoted to Communications Manager, Steve Notario transitioned to Purchasing Officer, Migdalia Alvarez was hired as Assistant Property Manager for South Campus, Woodrow Culcleasure was hired as a Custodian for Center City Campus, and Gregory Zawilla was hired as Neighborhood Safety and Engagement Coordinator.

President and CEO, Stacey Keppen, reviewed highlights of the President's Report which included:

1. The opening of the public housing waiting list resulted in 2,934 applications within three days. RHA will use this pool of unduplicated applicants for approximately the next 18 months.
2. The Housing Choice Voucher Program Budget Authority for 2024 received a 17% funding increase.
3. Requests for Chore Service assistance are expected to increase with the newly aligned inspection protocol.
4. The Maintenance Department continues to resolve long-term flooding issues at Oakbrook Homes and Hubert Apartments.
5. A new project is being designed to address range hood ventilation, bathroom exhaust fans, and smoke detection devices at Glenside Homes.
6. The IT Department secured desktop scanners for Housing Specialists to increase electronic filing and reduce costs associated with paper files.
7. RHA received a 9% increase in 2024 Capital Fund appropriations from the Department of Housing and Urban Development, earning a bonus for high performer designation.
8. The next Commissioners Meeting is Tuesday, June 25th at the Willis Center for Administration. The workshop meeting will start at 4 pm followed by the Commissioner's meeting at 5 pm.

EXECUTIVE SESSION: An Executive Session was held to discuss a personnel issue.

COMMISSIONERS' MEETING

Ms. Lorena P. Keely, Chairwoman then called the REGULAR MEETING to order and upon roll call those present and absent were as follows:

Commissioners Present: Chairwoman Lorena P. Keely
Vice-Chairwoman Myra Maldonado
Commissioner Ineavelle Ruiz

Commissioner Maria Delgado

Commissioners Absent: None

RHA Staff Present Stacey Keppen, President & CEO
Mya Hornberger, Communications Manager/Recording Secretary
David C. Talarico, Vice President & Director of Facilities
Josh K. Smith, Director of Programs
Jonathan P. Runkle, Quality and Compliance Officer
Theresa A. Reustle, Comptroller, Secretary-Treasurer
Rory Ulrich, Maintenance Superintendent
Nydia Runkle, Property Manager, South Campus
Yasaira Modesto, Property Manager, North Campus
Grisel Saez, Property Manager, Center City Campus
Tom Stianche, Voucher Programs Manager
Jack Knockstead, Resident Services Manager
Steve Notario, Purchasing Officer
Anders Smith, Information Technology Manager
Gregg Snook, Assistant Maintenance Superintendent
Tad Geisler, Inspection Manager, Center City Campus
Greg Zawilla, Neighborhood Safety & Engagement Coordinator
Edwin Stock, Solicitor, Legal Staff
Raquel Cedeno, Customer Service Specialist, WCA
Magdalia Alvarez, Assistant Property Manager, South Campus
Woodrow Culcleasure, Custodian, Center City Campus

RHA Staff Absent Leonilda Feliciano, Applications Manager
Matt Smith, Maintenance Foreman, North Campus
Dave Oley, Maintenance Foreman, South Campus
Derek DeLong, Maintenance Foreman, Center City Campus

ACKNOWLEDGEMENT OF VISITORS: None

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – April 23, 2024

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

COMMUNICATIONS: None

APPROVAL OF THE SECRETARY/TREASURER'S REPORT

MOTION TO APPROVE: Commissioner Ruiz

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

APPROVAL OF THE PRESIDENT'S REPORT

MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Delgado

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 6508: Acknowledging the Promotion of a Maintenance Mechanic to an Inspection Manager (Tad Geisler)

MOTION TO APPROVE: Commissioner Ruiz
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado
VOTES AGAINST: None

RESOLUTION NO. 6509: Acknowledging the Promotion of an Executive Assistant to a Communications Manager (Mya Hornberger))

MOTION TO APPROVE: Commissioner Ruiz
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado
VOTES AGAINST: None

RESOLUTION NO. 6510: Acknowledging the Transition of a Purchasing Manager to a Purchasing Officer (Steve Notario)

MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Delgado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado
VOTES AGAINST: None

RESOLUTION NO. 6511: Acknowledging the Hiring of an Assistant Property Manager (Migdalia Alvarez)

MOTION TO APPROVE: Commissioner Delgado
SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado
VOTES AGAINST: None

RESOLUTION NO. 6512: Acknowledging the Hiring of a Custodian (Woodrow Culcleasure)

MOTION TO APPROVE: Commissioner Delgado

SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado

VOTES AGAINST: None

RESOLUTION NO. 6513: Acknowledging the Hiring of a Neighborhood Safety & Engagement Coordinator (Gregory Zawilla)

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado

VOTES AGAINST: None

RESOLUTION NO. 6514: Approving Travel to State College, PA to Attend the 2024 PHFA Multifamily Affordable Housing Conference June 26-28, 2024 (Elsa Berreta & Yadira Chavez)

MOTION TO APPROVE: Commissioner Delgado

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado

VOTES AGAINST: None

RESOLUTION NO. 6515: Approving the Revision of Public Housing Flat Rents

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado

VOTES AGAINST: None

RESOLUTION NO. 6516: Authorizing the Maximum Income Limits for Continued Occupancy in the Public Housing Program Under the Housing Opportunity Through Modernization Act of 2016, as Amended

MOTION TO APPROVE: Commissioner Delgado

SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado

VOTES AGAINST: None

RESOLUTION NO. 6517: Authorizing the Maximum Income Limits for Admission to the Low-Income Public Housing and Housing Choice Voucher Program Under the United States Housing Act of 1937, as Amended

MOTION TO APPROVE: Commissioner Ruiz

SECOND: Commissioner Delgado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado

VOTES AGAINST: None

RESOLUTION NO. 6518: Approving the Section Eight Management Assessment Program Certification

MOTION TO APPROVE: Commissioner Delgado

SECOND: Commissioner Ruiz

DISCUSSION: None.

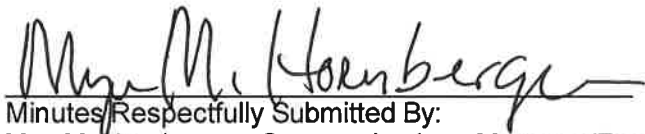
VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado

VOTES AGAINST: None

ADJOURNMENT:

MOTION TO ADJOURN: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz



Minutes/Respectfully Submitted By:

Mya M. Hornberger, Communications Manager/Recording Secretary