

LOUISVILLE METRO HOUSING AUTHORITY  
MINUTES OF REGULAR MEETING  
OCTOBER 19, 2021

**Roll Call:**

The meeting of the Board of Commissioners was called to order by Mr. Manfred Reid Sr., at 3:36 p.m. Due to the COVID-19 Outbreak, participants may call in by way of Zoom Conference Video Call or attend In-Person. Members present were Mr. Chad Collier, Rev. Geoffrey Ellis, Mr. Brian Evans, Ms. Gena Harris, Mr. Cary Hearn, Ms. Mary Elizabeth Miles, Ms. Lisa Nicholson, and Ms. Mary Ellen Wiederwohl.

Others present were Ms. Lisa Osanka, Executive Director; Mr. Wavid Wray, Deputy Executive Director; Directors; Mr. Richard Nash, III, Attorney; Ms. Vickie Fields, Executive Secretary; LMHA Staff; Laura Kinsell-Baer, Talonda Holland, Vincent Gonzales; and other individuals of the public.

On recommendation of LMPHW and the CDC guidelines on social distancing, LMHA is doing its part to prevent the spread of COVID-19 by using available technology to conduct the necessary and vital business of the agency. All public meetings will be held adhering to federal and state standards while maintaining the health and well-being of LMHA staff, residents and partners.

**Announcements:**

Mr. Reid welcomed the newly appointed Board Commissioner, Mr. Chad Collier, to the Louisville Metro Housing Authority Board of Commissioners. Mr. Collier introduced himself and gave a briefing of his background. Attorney Richard Nash administered the Oath of Office to Mr. Chad Collier.

Public comment was made by Mr. Vincent Gonzales, who gave his opinions on the housing conditions at H. Temple Spears.

**Committee Reports:**

Rev. Ellis and Matthew Swain, Supervisor of Safety and Investigations, spoke about the positive changes at Parkway Place and the new HALO team.

There were no Financial Committee updates except to say that Committees are currently being restructured.

**Approval of Minutes:**

Ms. Miles made a motion to approve the minutes of LMHA's regular meeting held on September 21, 2021. Rev. Ellis seconded. Motion carried by unanimous vote.

**Resolutions:**

Ms. Nicholson made a motion to adopt Resolution 5a “Approval of Updated LMHA Bylaws.” Mr. Evans seconded. Motion carried by unanimous vote.

Ms. Nicholson made a motion to amend Resolution 5a “Approval of Updated LMHA Bylaws” to include capitalizing the A in agency at the beginning of the second sentence in Article I; deleting the “The” at the start of the third sentence, so that it begins with LMHA and lastly changing the start of sentence two, to “In addition to the election of Commissioners as Officers.” Ms. Miles seconded. Motion carried by unanimous vote.

**RESOLUTION NO. 72-2021 (10/19/21)**

WHEREAS, the Louisville /Jefferson County Metro Government established the Louisville Metro Housing Authority (LMHA) in April 2003; and

WHEREAS, the LMHA Board of Commissioners adopted Bylaws in June 2003; and

WHEREAS, the LMHA through an extensive strategic planning process established a Board Leadership Development Action Plan calling for updating Bylaws to better define Board roles, governance responsibilities and ethical expectations; and

WHEREAS, the Strategic Planning Committee with input from all Commissioners has updated the LMHA Bylaws.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the updated LMHA Bylaws are approved.

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Ms. Harris made a motion to adopt Resolution 5b “Authorization for Renewal of Computer Software.” Rev. Ellis seconded. Motion carried by unanimous vote.

**RESOLUTION NO. 73-2021 (10/19/21)**

WHEREAS, the Louisville Metro Housing Authority (LMHA) has determined that renewal of Microsoft Office 365 subscription software is necessary; and

WHEREAS, this software is a critical business tool for Louisville Metro Housing Authority in the creation and editing of documents, spreadsheets, and email; and

WHEREAS, funds have been allocated within the 2022 Operating Budget for this plan; and

WHEREAS, the software that is recommended is available for renewal via State Government Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that Lisa Osanka, Executive Director and Contracting Officer is authorized to execute the renewal of Microsoft 365 Business Standard Agreement for (220) licenses, in an amount not to exceed \$33,000.00

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Ms. Nicholson made a motion to adopt Resolution 5c “Renewal of Computer Technical Services Contract.” Mr. Evans seconded. Motion carried by unanimous vote.

RESOLUTION NO. 74-2021 (10/19/21)

WHEREAS, the Louisville Metro Housing Authority has determined that a service contract is necessary to maintain and enhance the current and future technological operations for the Authority; and

WHEREAS, the Authority has determined that upkeep of both hardware and software is essential to gain maximum benefit from the Authority’s investment; and

WHEREAS, support from outside the agency is required to keep up with the constantly changing information technology field; and

WHEREAS, a contract was awarded December 1, 2019 through November 2020 to Matrix Integration to provide Technical Support for the Louisville Metro Housing Authority with options for four one-year renewals; and

WHEREAS, Matrix Integration has provided good service to the Louisville Metro Housing Authority for the several years and staff recommends renewing their contract by exercising the second one-year renewal option.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is authorized to execute the second-year renewal option of the contract with Matrix Integration for a fee not to exceed \$70,000 for Computer Technical Support.

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**Discussion Items:**

Laura Kinsell-Baer, with McCormack-Baron-Salazar, updated the Board and answered questions on the Beecher Terrace redevelopment.

Talonda Holland, Project Manager with Urban Strategies, gave an update to the Board and answered questions regarding residents on-site at Beecher Terrace and USI's efforts.

Ms. Osanka reported on the three properties (H. Temple Spears, Park DuValle Senior Building, and Anchorage Property) that were subjects for recent news articles. Ms. Osanka had meetings on Monday, October 18, 2021 with three (3) Metro Council Members and three (3) constituents to address their concerns. Ms. Osanka stated that all emergency items identified have already been addressed. Osanka also stated that the Louisville Fire Department and Code Enforcement inspected the Senior Building and H. Temple Spears and hopefully LMHA hears those results tomorrow. Osanka assured the Board LMHA will promptly address any findings.

**Executive Session:**

Ms. Miles motioned to go into Executive Session, seconded by Rev. Ellis. Motion carried by unanimous vote. The Board retired to Executive Session at 5:36 p.m.

The Board returned to Open Session at 6:00 p.m.

**Other Business:**

There being no further business to come before the Board, Ms. Nicholson motioned to adjourn, seconded by Ms. Harris. Motion carried by unanimous vote. The Board adjourned at 6:01 p.m.

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Vickie J. Fields, Executive Secretary

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Manfred Reid, Sr., Chairman