



**HOUSING AUTHORITY OF MARICOPA COUNTY
FORMAL MEETING MINUTES
BOARD OF COMMISSIONERS**

Wednesday, October 23, 2024, at 10:30am

Board Members
Cindy Stotler, Chairperson - District 3
Jose Martinez, Vice Chair District 5
Kathy DiNolfi, District 1
Vacant - District 2
Mickey Lund, District 4
Thelma Charleston, Resident Member
Clerk of the Board
Gerald Minott
Meeting Location
Telephonically via GoToMeeting

The Board of Commissioners of the Housing Authority of Maricopa County (HAMC) convened in formal session at 10:30 a.m. on Wednesday, October 23, 2024, with the following Board members present:

Cindy Stotler Mickey Lund Kathy DiNolfi Thelma Charleston

Staff present:

Gerald Minott Kelly Triolo Chanchal Singh Steven Lucas
Suriani Huandra Jeannette Gonzalez Nikki Judd Jesse Romero

Public present:
Gregory Franklin

APPROVAL OF MINUTES FROM SEPTEMBER 2024 BOARD OF COMMISSIONERS MEETING

Approval of the minutes from September 25, 2024, Board of Commissioner’s Meeting.

Kathy DiNolfi motioned to approve; Mickey Lund seconded the motion.
Ayes: Charleston, DiNolfi, Lund and Stotler

EXECUTIVE DIRECTOR UPDATE

A presentation was verbally given on the topics below.

- A. QAD EHV Program Review Corrective Action Updates
- B. Maricopa County 2023-2026 Strategic Plan Annual Report Update
- C. BOC Meeting Dates
- D. HAMC 5-Year Strategic Planning Session



BOARD ACTION

Resolution No. 24-024 Internal Control Policy Revisions

Adopt Resolution 24-024 and authorizes and approves the revisions to the Internal Control Policy to reflect the Government Accountability Office (GAO) Standards for Internal control format for designing, implementing and operating an effective internal control system as well as update its Chapters as follows:

Chapter	Subject	Internal Control Revisions
1	Policies And Procedures for General Internal Controls	<ul style="list-style-type: none"> • Background Information • General Internal Controls Policy • General Internal Control Procedures • Internal Control-Integrated Framework
2	Roles And Responsibilities	<ul style="list-style-type: none"> • IT Administrator
3	Budgeting	<ul style="list-style-type: none"> • Budget Procedures • Control Environment • Risk Assessment • Control Activities • Information and Communication • Monitoring
4	Procurement	<ul style="list-style-type: none"> • HAMC procurement policy is inserted into Internal Control Policy and is no longer a separate document
6	Rental Assistance Department Payables	<ul style="list-style-type: none"> • Control Environment • Risk Assessment • Control Activities • Information and Communication • Monitoring
9	Asset Management	<ul style="list-style-type: none"> • Purpose • Budget Procedures • Control Environment • Risk Assessment • Conflict of Interest • Control Activities • Rent Collection • Information and Communication • Monitoring
18	Disposition Policy	<ul style="list-style-type: none"> • Procedures for Determination of Items to be Disposed • Disposition Procedures • Sale/Donation of HAMC Property to Non-Profit Organization • Information and Communication
Appendix A	Definitions	<ul style="list-style-type: none"> • List of a few definitions as defined by HUD and HAMC that are applicable to the procurement policy
Appendix B	Asset Management Leasing Criteria	<ul style="list-style-type: none"> • General Requirements • Income Requirements • Credit Requirements • Rental Requirements • Employment Requirements • Factors That Will Result in Denial
Appendix C	Credit Card User Agreement	<ul style="list-style-type: none"> • HAMC Credit Card User Agreement Form
Appendix D	Missing/Lost Credit Card Receipt	<ul style="list-style-type: none"> • HAMC Missing/Lost Credit Card Receipt Form

Kathy DiNolfi motioned to approve; Thelma Charleston seconded the motion.

Ayes: Charleston, DiNolfi, Lund and Stotler

HOUSING AUTHORITY BOARD OF COMMISSIONERS FORUM

Thanked Executive Director for October 15, 2024 HAMC property tour. Encouraged other board members to attend future tours when possible.

CHAIRPERSON REQUESTED ITEMS

Board copied on the response to the Call to the Public.

CALL TO THE PUBLIC

Gregory Franklin addressed concerns pertaining to legal notices he has received, house rules of HAMC property, property management-resident relations and use of legal counsel.

CALL TO ADJOURN

There being no further business, the meeting was adjourned.