



City of Milwaukee

P.O. Box 324
Milwaukee, WI 53201-0324

Meeting Minutes

HOUSING AUTHORITY

SHERRI L. DANIELS, Chair
Brooke VandeBerg, Vice Chair
Darian Luckett, Irma Yopez Klassen, and Karen Gotzler

Thursday, November 21, 2024

1:30 PM

Hillside Family Resource Center
1452 North 7th Street, Milwaukee, WI 53205

The mission of the Housing Authority of the City of Milwaukee (HACM) is to foster strong, resilient and inclusive communities by providing a continuum of high-quality housing options that support self-sufficiency, good quality of life, and the opportunity to thrive.

Call to Order

Meeting called to order at 1:44 p.m.

Roll Call

Willie L. Hines, Jr., HACM's Secretary-Executive Director, welcomed Ms. Karen Gotzler to the Board. Commissioner Gotzler stated she was honored to have been appointed by the Mayor and confirmed by the Common Council to the HACM Board of Commissioners. She is pleased to serve her hometown by being a Commissioner of an important organization that provides housing and services to its residents and the community.

Present: 4 - Reed Daniels, Gotzler, Yopez Klassen, Luckett

A. APPROVAL OF THE CONSENT AGENDA

CONSENT AGENDA – ITEMS RECOMMENDED FOR APPROVAL

(All items listed under the Consent Agenda will be enacted by one motion unless a Commissioner requires otherwise, in which event, the item will be removed from the Consent Agenda and considered separately.)

1. [R13515](#) Approval of the minutes of the regular meeting held on October 9, 2024

Sponsors: THE CHAIR

Attachments: [October 9, 2024 Meeting Minutes](#)

A motion was made Irma C. Yopez Klassen, seconded by Darian Luckett, that this Motion be APPROVED This motion PREVAILED by Voice Vote

2. [R13516](#) Approval of the minutes of the special meeting held on October 11, 2024

Sponsors: THE CHAIR

Attachments: [October 11, 2024 Special Meeting Minutes](#)

A motion was made Irma C. Yepez Klassen, seconded by Darian Lockett, that this Motion be APPROVED This motion PREVAILED by Voice Vote

3. [R13517](#) Approval of the minutes of the special meeting held on October 30, 2024

Sponsors: THE CHAIR

Attachments: [October 30, 2024 Special Meeting Minutes](#)

A motion was made Irma C. Yepez Klassen, seconded by Darian Lockett, that this Motion be APPROVED This motion PREVAILED by Voice Vote

B. REPORTS AND DISCUSSION ITEMS

1. [R13518](#) Resolution approving initial policy and practices regarding Public Listening Sessions held during HACM Board Meetings

Sponsors: THE CHAIR

Attachments: [Listening Session Rules](#)

Patricia Dee, HACM's Administrative Services Supervisor, provided a brief background on Resolution 13518 related to Public Listening Sessions. Ms. Dee stated that she worked with the City Attorney's Office to gather the rules and best practices which are based on what the law requires, and Commissioner input.

Gregory Kruse, Assistant City Attorney for the City of Milwaukee, stated the City Attorney's Office would provide future trainings on the rules and best practices. He answered the Commissioners' questions about the Listening Session Rules attached with the agenda and how they apply to both the Public Hearings that occur as part of a regular Board meeting and to Listening Sessions that might occur at HACM developments.

A motion was made by Irma C. Yepez Klassen, seconded by Darian Lockett, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 5 - VandeBerg, Reed Daniels, Gotzler, Yepez Klassen, and Lockett

No: 0

2. [R13519](#) Resolution regarding oversight and authority by the Board of Commissioners for the Housing Authority of the City of Milwaukee over the duties, responsibilities, performance evaluation, and compensation for the Secretary-Executive Director

Sponsors: THE CHAIR

Crystal Reed-Hardy, HACM's Chief Human Resources Officer, explained that two years ago the oversight of the Secretary-Executive Director was delegated to HACM's Human Resources department. Resolution 13519 reverts the oversight authority to HACM's Board of Commissioners.

A motion was made by Karen Gotzler, seconded by Irma C. Yepez Klassen, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 5 - VandeBerg, Reed Daniels, Gotzler, Yepez Klassen, and Lockett

No: 0

3. [R13520](#)

Presentation of options related to the Board's oversight of the Secretary-Executive Director's duties and compensation

Sponsors: THE CHAIR

Crystal Reed-Hardy, HACM's Chief Human Resources Officer, recommended a framework for establishing the performance goals, performance evaluation and compensation for HACM's Secretary-Executive Director. Commissioners offered feedback and suggestions for the oversight structure.

4. [R13521](#)

Presentation of an option to evaluate the Secretary-Executive Director for 2024

Sponsors: THE CHAIR

Crystal Reed-Hardy, HACM's Chief Human Resources Officer, explained how the evaluations of the Secretary-Executive Director have been done in the past. She offered an option for the 2024 evaluation with suggestions of how to expand and update that framework for 2025.

5. [R13505](#)

Resolution approving the submission of the significant amendment to the Capital Fund Program (CFP) Five-Year Action Plan for the period 2023 to 2027 to the U. S. Department of Housing and Urban Development

Sponsors: THE CHAIR

Attachments: [Updated CFP Five-Year Action Plan - Changed Rows Highlighted](#)
[Updated CFP Five-Year Action Plan](#)
[CFP Five-Year Plan Summary by AMP](#)

Fernando Aniban, HACM's Assistant Secretary, explained the purpose of the Capital Fund Program Five-Year Action Plan, and that the amendments include revisions and additions to the list of work item categories that were not included in the original plan.

A motion was made by Irma C. Yepez Klassen, seconded by Darian Lockett, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 5 - VandeBerg, Reed Daniels, Gotzler, Yepez Klassen, and Lockett

No: 0

6. The Board may receive a motion to convene in closed session pursuant to Section 19.85(1)(g) Wis. Stats., to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, and, with regard to agenda items (B)(2) to (4), pursuant to Sections 19.85(1)(b) and (c) to consider dismissal, demotion, discipline, employment, promotion, compensation or performance evaluation data of a public employee over which the Board has jurisdiction or exercises responsibility. The Board may then reconvene in open session concerning any such item following the Closed Session.

Commissioner Yépez Klassen made a motion to convene in closed session at 2:48 p.m. Commissioner Lockett seconded the motion. There being no objections, the motion carried.

Acting Chair VandeBerg convened the Housing Authority Board in closed session pursuant to Section 19.85(1)(g) Wis. Stats., to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, and, with regard to agenda items (B)(2) to (4), pursuant to Section 19.85(1)(b) and (c) to consider dismissal, demotion, discipline, employment, promotion, compensation or performance evaluation data of a public employee over which the Board has jurisdiction or exercises responsibility. The Board may then reconvene in open session concerning any such item following the Closed Session.

Commissioner Yépez Klassen made a motion to reconvene in open session at 3:43 p.m. Commissioner Lockett seconded the motion. There being no objections, the motion carried.

7. [R13524](#) Resolution readopting, approving and ratifying prior Housing Authority resolutions

Sponsors: THE CHAIR

Attachments: [R13282 01-12-22](#)
[R13283 01-12-22](#)
[R13284 01-12-22](#)
[R13285 01-12-22](#)
[R13286 01-12-22](#)
[R13289 02-09-22](#)
[R13290 02-09-22](#)
[R13291 02-09-22](#)
[R13292 02-09-22](#)
[R13296 02-09-22](#)
[R13315 04-13-22](#)
[R13316 04-13-22](#)
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[R13318 04-13-22](#)
[R13319 04-13-22](#)
[R13328 07-13-22](#)
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[R13439 12-13-23](#)
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[R13460 01-12-24](#)

[R13461 01-12-24](#)

[R13468 04-10-24](#)

[R13469 04-10-24](#)

[R13470 04-10-24](#)

[R13471 04-10-24](#)

[R13472 04-10-24](#)

[R13473 04-10-24](#)

[R13474 04-10-24](#)

[R13475 04-10-24](#)

[R13476 04-10-24](#)

[R13477 04-10-24](#)

[R13478 04-10-24](#)

[R13480 05-08-24](#)

[R13481 05-08-24](#)

[R13482 05-08-24](#)

[R13483 05-08-24](#)

[R13484 05-08-24](#)

[R13487 07-10-24](#)

[R13488 07-10-24](#)

[R13489 07-10-24](#)

[R13490 07-10-24](#)

[R13499 09-11-24](#)

Attorney Tom Gartner of Michael Best & Friedrich LLP explained that the statutory requirements for a quorum are not fully defined and the Board's Bylaws for a quorum may be inconsistent with one reading of the statute, so Resolution 13524 ratifies and re-approves the actions taken by the body when only three Commissioners were present.

A motion was made by Karen Gotzler, seconded by Irma C. Yepez Klassen, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 5 - VandeBerg, Reed Daniels, Gotzler, Yepez Klassen, and Luckett

No: 0

8. [R13523](#)

Report from the Secretary-Executive Director

Sponsors: THE CHAIR

Attachments: [Development Activities Status Report](#)
[Summary of HCV CAP Progress](#)
[Rent Assistance Program Update](#)
[Monthly Recovery Report](#)
[Public Housing Occupancy & Work Order Reports](#)
[Affordable Housing Occupancy & Work Order Reports](#)
[Market Rate Occupancy & Work Order Reports](#)

Due to time constraints, Willie L. Hines, Jr., HACM's Secretary-Executive Director, deferred the presentation of the documents included within the Secretary-Executive Director's report.

Adjournment

There being no further business, Vice Chair VandeBerg made a motion to adjourn the meeting at 3:45 p.m. Commissioner Luckett seconded the motion. There being no objections, the motion carried.

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities through sign language interpreters or auxiliary aids. For additional information or to request this service, contact the Housing Authority ADA Coordinator, Marquette Treadway at 286-5100, (FAX) 286-3456, (TDD) 286-3504 or by writing to the Coordinator at 650 West Reservoir, Milwaukee, WI 53212.

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Be hereby notified that three (3) members of the Crucible, Inc. Board of Directors may be present at the meeting of the HACM Board of Commissioners, as some members serve on both boards. While a quorum of the Crucible, Inc. Board may be present at the HACM meeting, they will not exercise the responsibilities, authority, or duties vested in the Crucible, Inc. Board of Directors.