



City of Milwaukee

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

Meeting Minutes

HOUSING AUTHORITY

CHARLOTTE HAYSLETT, Chair

Karen Gotzler, Vice Chair

Irma Yopez Klassen, Jackie Burrell, Ald. Sharlen Moore,

Howard Snyder, and James Nelson, Sr.

Wednesday, February 18, 2026

4:00 PM

City Hall, Room 301-A

Live Stream Link:

<https://milwaukee.granicus.com/player/camera/5?redirect=true>

Meeting Link for Live Stream – City of Milwaukee Live Stream Two

Cable Subscriber Options: Spectrum: Channel 25 and AT&T Channel 99

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 4:10 p.m.

Roll Call

Present: 7 - Gotzler, Snyder, Yopez Klassen, Moore, Hayslett, Burrell, Nelson

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. [R13731](#) Approval of the minutes of the regular Board meeting held on January 21, 2026

Sponsors: THE CHAIR

Attachments: [HACM Meeting Minutes for January 21, 2026](#)

A motion was made by Irma C. Yopez Klassen, seconded by Jackie Burrell, that this Motion be APPROVED. This motion PREVAILED by the following vote:

Aye: 7 - Gotzler, Snyder, Yopez Klassen, Moore, Hayslett, Burrell, and Nelson

No: 0

2. [R13732](#) Approval of the minutes of the special Board meeting held on January 30, 2026

Sponsors: THE CHAIR

Attachments: [HACM Special Meeting Minutes for January 30, 2026](#)

A motion was made by Irma C. Yepez Klassen, seconded by Jackie Burrell, that this Motion be APPROVED. This motion PREVAILED by the following vote:

Aye: 7 - Gotzler, Snyder, Yepez Klassen, Moore, Hayslett, Burrell, and Nelson

No: 0

B. REPORTS AND DISCUSSION ITEMS

1. [R13739](#) Presentation and discussion regarding Maintenance Services

Sponsors: THE CHAIR

Mike Wellman, HACM's Maintenance Director, provided an update on the new pod system being used to address work orders. He explained that Maintenance Technicians were pooled into groups responsible for multiple nearby buildings, and then assigned to work orders amongst those buildings as needed, rather than having Technicians assigned to a specific building, regardless of the work order volume at that location. He stated that this allows for more flexible coverage with less staff and that the new system is working well – and with more staff and some adjustments – he can see the method's full potential.

Commissioners asked questions about emergency and non-emergency work order turnaround times, the quantity of staff on hand, and how staff and work orders are supervised and tracked.

2. [R13733](#) Resolution approving the creation of a standing Finance Committee by the Board of Commissioners of the Housing Authority of the City of Milwaukee to advise, support, and review HACM financial Management

Sponsors: THE CHAIR

Karen Gotzler, Vice Chair of the HACM Board of Commissioners, explained that this resolution to approve a standing Finance Committee will serve as the framework for all other future committees created by the HACM Board of Commissioners. The Board Chair will appoint both members of the Commission and non-Commission members with financial experience to the Committee. HACM's Counsel, Assistant City Attorney Gregory Kruse, highlighted some of the main points found in the resolution. The Committee does not have any independent authority outside of the HACM Board of Commissioners. The HACM Financial Committee will meet at least quarterly to make recommendations to the HACM Board regarding financial oversight, risk management, budgeting, audit review, and compliance with auditing standards.

A motion was made by Karen Gotzler, seconded by Jackie Burrell, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the

following vote:

Aye: 7 - Gotzler, Snyder, Yepez Klassen, Moore, Hayslett, Burrell, and Nelson

No: 0

3. [R13734](#) Public Listening Session - General Comments

The Listening Session is an opportunity for the public to provide input to the Board; for the Board to receive that information for their consideration. Persons who wish to comment may do so in person, via eComment on the internet, and via mail.

Those wishing to speak in person should register in person at the meeting and will be called in the order in which they signed up. As a courtesy to others and to ensure the widest breadth of input, all speakers will be limited to speak for two minutes.

Those wishing to provide written comment in person may provide the comments to the staffer who is also registering speakers, and those comments will be shared with the Board of Commissioners.

Those wishing to provide written comment via mail should send their correspondence to: Attention Public Comment, Housing Authority of the City of Milwaukee, P.O. Box 324, Milwaukee WI 53201-0324. In order to be included in this meeting, all written comments for this meeting must be received two days before the meeting. If any comments are received after that date, they will be shared with the Board of Commissioners prior to their next regular meeting.

Those wishing to provide comment via the internet must do so prior to 11am the day of the Board Meeting by visiting the City's eComment system and accessing this agenda, once made available, at <http://milwaukee.legistar.com/calendar>. After 11am the day of the Board Meeting, no further comment will be able to be taken via the internet for this meeting.

Sponsors: THE CHAIR

One interested person signed up to provide a two-minute comment during the general Public Listening Session.

Ms. Odaisha Calderon – Neighborhood Eden: Shared that she started a specialized nonprofit agency focused on bridging the gap between Section 8 voucher holders and quality landlords. She stated that on behalf of her organization, she has called, emailed, and visited the Section 8 Lisbon Avenue office to ask for guidance and resources and has not received a response. As a landlord with a unit available, she voiced her concern that she reached out to the Section 8 Office in August of 2025 and again in January and February of 2026, and was unable to get through to a person on the phone.

4. [R13735](#) Presentation of the agenda and documents from the January HACM Executive Search Committee meetings

Sponsors: THE CHAIR

Attachments: [HACM Exec Search Cmte AGENDA January 6, 2026](#)
[HACM Exec Search Cmte Minutes December 29, 2025](#)
[HACM Exec Search Cmte Minutes December 9, 2025](#)
[HACM Exec Search Cmte Minutes January 30, 2025](#)
[HACM Exec Search Cmte AGENDA January 16, 2026](#)
[HACM Exec Search Cmte Minutes January 6, 2026](#)
[HACM Exec Search Cmte Resolution R13720 January 16, 2026](#)
[HACM Exec Search Cmte Minutes January 16, 2026](#)

Patricia Dee, HACM's Administrative Services Supervisor, spoke on the Housing Authority of the City of Milwaukee's Executive Search Committee documents included with the agenda. She stated that at the January 21, 2026, HACM Board Meeting, not all of the minutes of the Executive Search Committee's January meetings were finalized. The documents presented at this meeting complete the communication from the Committee to the HACM Board of Commissioners for the time being.

5. [R13736](#) Discussion regarding the candidates for the position of Secretary-Executive Director and the process going forward, possibly including the process of evaluation, number of stages of evaluation and number of candidates at each stage, determination of rating and ranking criteria, interview questions and format, and the rating and ranking of candidates

Sponsors: THE CHAIR

Charlotte Hayslett, Chair of HACM's Board of Commissioners, thanked the staff for organizing the candidate event and the community partners, the stakeholders, and the residents for their participation. Karen Gotzler, Vice Chair of HACM's Board of Commissioners, stated that the candidates were hosted by Michelle Bryant on WNOV and also met with the Mayor and Common Council. She expressed her appreciation for the community members of HACM's Executive Search Committee: Michelle Bryant, Pastor Willie Davis, and HACM resident, Betty Newton, for their countless hours reviewing resumes, scoring and ranking candidates, and narrowing down the original 19 candidates to the five presented to the Board. HACM Commissioner Sharlen Moore stated her appreciation for the process and that she has received very positive feedback in regard to its transparency. Chair Hayslett explained that now, since the Board has had a chance to meet the candidates and the interviews are completed, the Commissioners will deliberate before selecting HACM's next Secretary-Executive Director. A Special Board Meeting will be announced soon.

The Board may receive a motion to convene in closed session to evaluate applicants for the position of Secretary-Executive Director of the Housing Authority of the City of Milwaukee, pursuant to Section 19.85(1)(c) Wis. Stats. to consider employment, promotion, compensation or performance evaluation data of any public employe over which the governmental body has jurisdiction or exercises responsibility. The Board will then reconvene in open session concerning any such item following the closed session

6. [R13737](#) Presentation of the January documents from the Travaux Board Meeting

Sponsors: THE CHAIR

Attachments: [December 18, 2025 Travaux Meeting Minutes](#)
[MRA's HACM Organizational Structure Review Findings Report](#)
[Housing Authority City of Milwaukee Organizational Chart](#)
[Travaux Projects](#)
[CFP Budgets](#)
[Highland Gardens G703 Buyout Tracking](#)
[Public Housing 12Mo Occupancy & 2Mo Work Order Report](#)
[Affordable LLC 12Mo Occupancy & 2Mo Work Order Report](#)
[Marke Rate BNS 12Mo Occupancy & 2Mo Work Order Report](#)

Ken Barbeau, HACM's Interim Secretary-Executive Director, reported that there was a good discussion by the Travaux Board of Directors at the February meeting regarding MRA's Organizational Structure Review. They offered some historical perspectives on the instrumentalities and their establishment. Next, the current Capital Fund Program (CFP) Budgets were presented by Travaux's Vice President of Construction, Alison Woznicki. She also mentioned that she had a meeting with the U.S. Department of Housing and Urban Development (HUD) to discuss expenses left on some CFP grants that need to be spent in the next month or two. HUD reviewed the proposal and found the potential expenditures acceptable.

7. [R13738](#) Report from the Secretary-Executive Director

Sponsors: THE CHAIR

Attachments: [Public Safety Department Analytics and Initiatives Report](#)
[Public Safety Department Narcan Distribution and Opioid Education](#)
[CVR Monthly Report](#)
[Sustainability Plan Update](#)

Marlon Davis, HACM's Chief of Public Safety, summarized the Analytics and Initiatives Report included with the agenda. He reported that the proactive engagement strategies being utilized by the department are preventing incidents before they occur. He stated that he would like to reach out to the Milwaukee Police Department (MPD) to receive data on the developments so he could create a comparative report. Commissioner Moore encouraged Chief Davis' initiative and cited examples of the data MPD sends her regarding her Aldermanic District.

Chief Davis explained that in response to Commissioner Snyder's request at the January 21, 2026, HACM Board Meeting, he did some research and found that HACM's Resident Services Coordinator, LaKeidra Madison, had already begun a NARCAN initiative at Resident Organization meetings with an outside partner who provides supplies and training. HACM's Public Safety Senior Supervisor will join that initiative. Commissioner Snyder thanked Chief Davis for the follow-up stating that if one life can be saved, it is worth it.

Tracey Sheffield, Senior Vice President at CVR Associates, and Tina Royalty, Section 8 Housing Choice Voucher Director for CVR, summarized the CVR Monthly Report included with the agenda. Ms. Sheffield highlighted the Continued Occupancy portion of the monthly report, noting that in August and September of 2025, there were 2,000 late recertifications and now there are under 1,300. She stated that as processes evolve, CVR has already been working with participants when they recertify to ensure that all the required information is submitted correctly and timely. For instance, in June of 2025, the online recertification was introduced, which is different from the paper application participants were accustomed to completing. Also, Project-Based Voucher participants have two recertifications – one for the Section 8 Program and one for the property. This has been causing some confusion, so CVR has been working on building relationships with Property Management to coordinate the dual recertification processes.

Ms. Sheffield continued her report stating that in the summer of 2025, CVR began communications with property owners regarding the National Standards for the Physical Inspection of Real Estate (NSPIRE), a new HUD inspection standard effective October 1, 2025. Since NSPIRE's rollout, CVR has seen a large increase in the number of failed inspections. CVR is looking for additional ways to communicate with property owners about the new standard before the HUD inspection – trying to increase the likelihood that the unit will pass the NSPIRE standards and to decrease the number of emergency fails, which require both a 24-hour repair and a follow-up inspection. CVR has been working with HACM's Information & Technology Department issuing robocalls a week prior to a scheduled inspection and sending emails with the HUD NSPIRE checklist.

Commissioner Burrell requested that steps be taken to ensure that older participants are not being left behind with the switch over to online technology for recertifications. Commissioner Gotzler requested a report showing data on the NSPIRE failures and national best practices.

Ken Barbeau, HACM's Acting Secretary-Executive Director, summarized the Sustainability Plan Update document included with the agenda. He stated that the most significant change from last month's reporting is the hiring of BDO, a financial consulting firm with PHA experience, to provide oversight and assistance to HACM's Finance Director, Finance Manager, and the LLC program.

Adjournment

There being no further business, Commissioner Snyder made a motion to adjourn the meeting at 6:42 p.m. Commissioner Yepez Klassen seconded the motion. There being no objections, the motion carried.

Minutes prepared by: T. Larson and Patricia Dee

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 at 286-5824, (FAX) 286-0833, (TDD) 286-3504 or by writing to the Coordinator at PO Box 324, Milwaukee, WI 53201-0324.

Persons engaged in lobbying as defined in s. 305-43-4 of the Milwaukee Code of Ordinances are required to register with the City Clerk's Office License Division. Registered lobbyists appearing before a Common Council committee are required to identify themselves as such. More information is available at <http://city.milwaukee.gov/Lobbying>.

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.