

SAN ANTONIO HOUSING TRUST
FOUNDATION

2022 OFFICIAL MEETING MINUTES

DATE: Tuesday, February 15, 2022

TIME AND PLACE: The San Antonio Housing Trust Foundation met in session at 4:59 p.m., via Zoom and in person at 100 Military Plaza, San Antonio, Texas 78205.

PRESENT: Antoinette Brumfield, Councilwoman Teri Castillo, Eric Cooper, Councilman John Courage, Jordan Ghawi, Rachell Hathaway, Councilman Jalen McKee-Rodriguez, Marinella Murillo, Jane Pacione, Councilwoman Adriana Rocha Garcia, Councilwoman Phyllis Viagran, and Mark Carmona

ABSENT: None

STAFF/VISITORS PRESENT:

Pedro Alanis- Executive Director San Antonio Housing Trust Public Facility Corporation; Nicole Collazo- Director of Operations San Antonio Housing Trust Public Facility Corporation; Lauren Bejaran-Sr. Administrative Assistant San Antonio Housing Trust Public Facility; Edward Muniga- D4; Ileana Sandoval- D9; Maria Lina- SEFLA Interpreter, Summer Greathouse- Attorney Bracewell, Jim Plummer-Bond Counsel Bracewell, Clarissa M. Rodriguez- Attorney DNRBZ;

1. **CALL TO ORDER AND ROLL CALL:** The meeting was called to order by Councilwoman Dr. Adriana Rocha Garcia and the roll was called by Nicole Collazo.
2. **APPROVAL OF BOARD MEETING MINUTES FOR SEPTEMBER 23, 2021.**
Councilman Courage motioned, and Eric Cooper seconded the minutes of September 23, 2021, were read and approved as corrected.

AYES: 12

NAYS:

ABSTAINED:

THE MOTION PASSED.

3. **CITIZENS TO BE HEARD-INTERESTED SPEAKERS WILL HAVE 3 MINUTES EACH TO ADDRESS THE BOARD ON AGENDA ITEMS OR HOUSING POLICY RELATED MATTERS; A TOTAL OF 15 MINUTES WILL BE PROVIDED.**

NONE. NO ACTION WAS TAKEN.

4. **DISCUSSION AND POSSIBLE ACTION FOR ELECTION OF OFFICERS.**

Pete recommended to keep the same slate of officers as stated from the previous "Trust" meeting.

MINUTES COMMISSION ACTION:

Eric Cooper motioned, and Councilman John Courage seconded to approve same slate of officers and elect Councilwoman Adriana Rocha Garcia for President, Jane Pacione for Vice President, and Jordan Ghawi for Secretary for the San Antonio Housing Trust Foundation.

Councilman Jalen McKee-Rodriguez motioned, and Councilwoman Adriana Rocha Garcia seconded to appoint Councilman John Courage for Treasurer for the San Antonio Housing Trust Foundation.

AYES: 11

NAYS:

ABSTAINED: 1- Councilman John Courage

THE MOTION PASSED.

5. DISCUSSION AND POSSIBLE ACTION TO APPOINT COMMITTEE ASSIGNMENTS.

President Adriana Rocha Garcia declared Eric Cooper, Mark Carmona, Councilman McKee-Rodriguez, and Councilwoman Viagran, to the Governance and Policy Committee.

President Rocha Garcia declared Toni Brumfield, Jordan Ghawi, Marinella Murillo, Councilman Courage, and Councilwoman Viagran to the Finance and Audit Committee.

President Rocha Garcia declared Jane Paccione, Councilwoman Teri Castillo, and Rachell Hathaway to the Universal Design Committee.

No motion needed.

6. DISCUSSION AND POSSIBLE ACTION FOR APPOINTMENT AND ENGAGEMENT OF A GENERAL COUNSEL.

Pete Alanis briefed on this item on the previous Trust meeting regarding recommendation to select Denton Navarro Rocha Bernal & Zech as General Counsel for all SAHT entities.

MINUTES COMMISSION ACTION:

Jordan Ghawi motioned and seconded by Marinella Murillo to approve the Evaluation Committee's recommendation to appoint Clarissa Rodriguez from Denton Navarro Rocha Bernal & Zech for General Counsel for the San Antonio Housing Trust Foundation.

AYES: 12

NAYS:

ABSTAINED:

THE MOTION PASSED.

7. DISCUSSION AND POSSIBLE ACTION TO ADOPT A "CONFLICT-OF-INTEREST" POLICY.

Pete Alanis briefed on this item on the previous Trust meeting regarding the Conflict-of-Interest Policy.

MINUTES COMMISSION ACTION:

Eric Cooper motioned and seconded by Rachell Hathaway to approve the adoption of the Conflict-of-Interest Policy for the San Antonio Housing Trust Foundation.

AYES: 12

NAYS:

ABSTAINED:

THE MOTION PASSED.

8. DISCUSSION AND POSSIBLE ACTION TO APPROVE A PROFESSIONAL SERVICES

AGREEMENT WITH MISSION MATTERS FOR STRATEGIC PLANNING SERVICES

Pete briefed to the board about Mission Matters Group leading the process of creating a 5-year strategic plan for the San Antonio Housing Trust. Mission Matters will equip the San Antonio Housing Trust with tools to execute a vision, and strategically align the organization to better define direction and priorities. The lead individuals from Mission Matters Group who will be providing strategic planning services are, Shaun Lee, Vice President of Organizational Solutions, and Sonia Montero Poyo, Special Consultant for Housing Development Policy. Shaun Lee from Mission Matters briefed to the board about Mission Matters Group working with different organizations, focusing, and specializing developing strategic plans. Sonia has been in the Housing Development community for 20 years, and asset management with low-income tax credit housing throughout Texas.

Mission Matters has provided the San Antonio Housing Trust with details on how they plan to progress with the strategic plan. The process would include alignment, discovery, plan development, and implementation. The strategic plan alignment will start with a kickoff meeting and is planning to begin in March. The total cost is 84,000 dollars. The San Antonio Housing Trust has budgeted 75,000 dollars for the strategic plan fees. Pete recommended to the board to authorize the Executive Director to negotiate and execute a professional services agreement with Mission Matters Group for strategic planning services.

MINUTES COMMISSION ACTION:

Eric Cooper motioned and seconded by Rachell Hathaway to authorize the Executive Director, Pete Alanis to negotiate and execute a professional services agreement with Mission Matters Group for strategic planning services.

AYES: 12

NAYS:

ABSTAINED:

THE MOTION PASSED.

9. ADJOURNMENT

Councilwoman Rocha Garcia adjourned the meeting. There being no further business, the meeting adjourned at 5:15 p.m.