

**JOURNAL OF THE PROCEEDINGS OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF COOK COUNTY
REGULAR PUBLIC SESSION
THURSDAY, APRIL 11, 2024 AT 12:00 P.M.**

ROLL CALL

COMMISSIONERS PRESENT

Wendy Walker Williams, Chair
Polly Kuehl, Vice Chair
Nilda Soler, Commissioner
Elaine Kroll, Commissioner
Eric Slaughter, Commissioner
Herb Porter, Commissioner

COMMISSIONER NOT PRESENT

Dr. Normah Salleh-Barone, Commissioner

HACC STAFF PRESENT

Danita W. Childers, Executive Director
Zellores Harrison, Executive Assistant to Executive Director
Jon Duncan, General Counsel
Kanisha Galmore, Executive Advisor – Board of Commissioners
Sheryl Seiling, Director of Rent Assistance
Deborah O'Donnell, Procurement Manager – via Zoom
Tina Pourroy, Director of Asset Management and Development
Marcus King, Director of Strategy and Communication
Kathleen Grady-Peralta, Comptroller/Treasurer
Bernard Muhammad, Property Accounting Manager
Vernessa Cotton, Assistant Comptroller
Darrick Shafer, Regional Director, North – via Zoom
Chalone Liddell, Regional Director, South – via Zoom
Earnest Lofton, Director of Information Technology

NON-STAFF

Igor Studenkov, Reporter, Cook County Chronicle

CALL TO ORDER

Vice Chair Polly Kuehl called the April 11, 2024 meeting of the Board of Commissioners of the Housing Authority of Cook County to order at approximately 12:03 p.m.

PUBLIC COMMENTS

Chair Wendy Walker Williams opened the floor to public comments. No public comments were submitted.

CONSENT AGENDA

A motion was made by Vice Chair Polly Kuehl and seconded by Commissioner Elaine Kroll for approval of the consent agenda, which included approval of the Minutes of the Regular and Closed Executive Sessions of the Board Meeting on March 14, 2024. The motion to approve the consent agenda carried with all "ayes."

PRESENTATION OF RESOLUTIONS

RESOLUTION NO. 2024 – HACC – 08

A Resolution Authorizing the Executive Director to enter into a contract with Insight Public Sector for the Supply and Delivery of One Hundred Laptop Computers for the Housing Authority of Cook County's Staff

Ernest Lofton, IT Director for the Housing Authority of Cook County, presented Resolution No. 2024-HACC-08, to award a contract to Insight Public Sector for the Supply and Delivery of One Hundred Laptop Computers for the Housing Authority of Cook County's Staff. The Housing Authority of Cook County issued laptops will enable secure and efficient remote work by insuring that the latest updates are installed, and that the HACC employees have up-to-date anti-malware and anti-virus software and are using systems which are protected with a firewall solution that is updated. The HACC-issued computers will assure that access is secure by utilizing a secure password to the device.

Vice Chair Polly Kuehl asked whether employees will have access to the network at the main office. Ernest Lofton responded, confirming that all of the laptops will have access to a secure VPN to the main office.

Chair Wendy Walker Williams asked how much will the laptops cost. Mr. Lofton responded that the laptops will cost \$116,500.

Commissioner Eric Slaughter inquired whether a wi-fi connection will be provided to employees in addition to the laptops. Mr. Lofton answered, noting that there are stipulations that require employees to have stable internet connection, however, the HACC will not reimburse employees for internet connections.

Commissioner Eric Slaughter inquired whether the Housing Authority of Cook County has the capability to track employees work hours when working from home. IT Director Ernest Lofton responded, stating that the most current measure for productivity requires that employees are available on Microsoft Teams via chat, video, voice, or type text during work hours, which provides the capability to track employees remote work.

Chair Wendy Walker Williams asked what would be the plan for the existing computers once employees receive laptops. IT Director Eric Lofton explained that the plan is to use the existing computers as desktop replacements for the office. He further explained that the HACC plans to place some of the existing computers in the HACC owned properties, as well as place others up for sale.

Following the discussion, a motion was made by Commissioner Eric Slaughter and seconded by Commissioner Herb Porter to approve Resolution No. 2024-HACC-08, authorizing the Executive Director to enter into a contract with Insight Public Sector for the supply and delivery of one hundred laptop computers for the Housing Authority of Cook County's staff. The motion carried with all "ayes."

RESOLUTION NO. 2024 – HACC – 09

A Resolution Authorizing the Executive Director to enter into Three Indefinite Delivery and Indefinite Quantity Contracts with the following firms: Tristan and Cervantes, LLC, Reyes Kurson, Ltd. and Hinshaw & Culbertson LLP for Litigation Services.

General Counsel Jon Duncan presented the Resolution No. 2024-HACC-09, to Authorize the Executive Director to enter into Three Indefinite Delivery and Indefinite Quantity Contracts with the law firms of Tristan and Cervantes, LLC, Reyes Kurson, LTD., and Hinshaw & Culbertson LLP for Litigation Services. Mr. Duncan explained that this resolution would establish additional law firms for the Housing Authority of Cook County in the event that the agency is sued in litigation that is not covered by the HACC's risk pool. General Counsel Duncan stated that three law firms were chosen for alternative purposes in the event there is conflict of interest or one of the firms is unavailable when litigation is served.

Chair Wendy Walker Williams inquired whether there were any other minority or women firms available. Procurement Director Deborah O'Donnell responded, stating Reyes Kurson, Ltd. is a Hispanic American and women-owned business, she further stated that Tristan and Cervantes, LLC is a Hispanic American firm as well.

Commissioner Eric Slaughter asked about the evaluation committee process. General Counsel Duncan shared the names of the HACC employees who served on the evaluation committee who evaluated the various bids, noting that each committee member wrote an evaluation which were then reviewed collectively.

Chair Wendy Walker Williams asked whether there would be opportunity to add additional firms to the list of available outside counsel. General Counsel Jon Duncan responded, stating that the opportunity to add additional firms to the list will be available once the current contract expires.

Following the discussion, a motion was made by Commissioner Nilda Soler and seconded by Commissioner Eric Slaughter to authorize the Executive Director to enter into Three Indefinite Delivery and Indefinite Quantity Contracts with the following firms: Tristan and Cervantes, LLC; Reyes Kurson, LTD. and Hinshaw & Culbertson LLP for Litigation Services. The motion carried with all "ayes."

RESOLUTION 2024 – HACC – 10

A Resolution Authorizing the Executive Director to implement an Employee Remote Work Policy.

General Counsel Jon Duncan presented the Resolution. Mr. Duncan provided a brief background as to the current remote work that has been implemented at the Housing Authority of Cook County. General Counsel Duncan stated that the remote work practices had evolved somewhat informally over time, the best practice HACC would be to have a more formalized remote work policy.

Executive Director Danita Childers explained that the Board's approval of the Remote Work Policy will codify the hybrid remote schedule.

Commissioner Eric Slaughter asked how employees' productivity is monitored when working from home and what work is being done. Director Sheryl Seiling provided an overview of the various ways that employees are monitored for productivity. Ms. Seiling also provided examples of work that is done by employees when they are working from home.

Following the discussion, a motion was made by Commissioner Elaine Kroll and seconded by Commissioner Polly Kuehl to authorize the Executive Director to implement an Employee Remote Work Policy. The motions carried with all "ayes."

EXECUTIVE DIRECTOR'S REPORT

In an effort to keep Commissioners, staff and the public informed, Executive Director Danita W. Childers provided a brief overview of significant activities at the Agency, upon which the Board took no official actions.

DEPARTMENT REPORT

Tina Pourroy, Director of Asset Management and Development, provided an update on the properties in development. Ms. Pourroy reported on the progress of Otto Veterans Square project in Chicago Heights, IL, and the Sunrise-Bergen, and South Shore Boulevard projects.

Director Pourroy reported that the Otto Veterans Square project in Chicago Heights, IL will not meet its projected timeline. Chair Walker Williams inquired whether the timeline of the Otto Veterans Square project will affect the move-in date for tenants. Ms. Pourroy said that no tenants will be affected as the waitlist had recently opened.

Commissioner Elaine Kroll asked for an update on the Summit units. Ms. Pourroy responded that the only a number of units are being done at a time as to not have to relocate the entire building all at once.

Director Pourroy reported that Sunrise-Bergen is currently in the pre-development phase, pending the environmental review.

Director Pourroy provided an update on the South Shore Boulevard property. Ms. Pourroy shared that the property is currently occupied, with the majority of the remaining tenants already set to relocate.

Vice Chair Kuehl asked whether the development timeline was accurate. Ms. Pourroy shared that the timeline is accurate upon the relocation of the final tenant.

Vice Chair Kuehl asked for a cash flow chart for future developments which itemizes each line item.

FINANCIAL REPORT

Comptroller/Treasurer Kathleen Grady-Peralta presented a mission statement for the Finance Department and an overview of its significant activities, including an updated Organization Chart reflecting the promotion of Vernessa Cotton to Assistant Comptroller, and new hire Bernard Muhammad as a Manager of Property Accounting, and additional staff within the Finance Department.

Ms. Grady-Peralta also discussed the success of the remote deposit training and the enhanced financial reporting with the help of the Finance Committee. Ms. Grady-Peralta also gave an overview of the financial reports, detailing the timeline, and summarizing how reports will be presented to the Board.

MOTION TO MOVE TO EXECUTIVE CLOSED SESSION

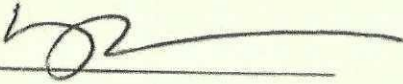
A motion was made by Vice Chair Elaine Kroll and seconded by Commissioner Eric Slaughter to move into Executive Closed Session in order to discuss personnel related matters and disclosure of collective bargaining issues. [Open Meetings Act exemptions 2(c)(1) and 2(c)(2)]. The motion to move into Executive session carried with all "ayes." The Board then moved into Executive Session at 1:35 p.m., for which minutes are kept separately.

OPEN MEETING RECONVENES

Following the Executive Session, the Board returned to Public Session at approximately 2:22 p.m. General Counsel Jon Duncan noted for the record that no votes were taken during the Executive Session other than to conclude the Executive Session and to return to Public Session.

ADJOURNMENT

There being no further business to come before the Board, Vice Chair Polly Kuehl moved to adjourn the meeting, and Commissioner Eric Slaughter seconded the motion. The motion to adjourn the meeting was carried with all "ayes." Chair Wendy Walker Williams declared the meeting adjourned. Meeting adjourned at approximately 2:22 p.m.



Wendy Walker-Williams
Chair

May 17, 2024



Danita W. Childers
Executive Director and Secretary

May 17, 2024