



AREA HOUSING AUTHORITY
OF THE COUNTY OF VENTURA

**REGULAR BOARD OF COMMISSIONERS
MEETING TO BE HELD**

March 28, 2018

1400 W. HILLCREST DRIVE
NEWBURY PARK, CALIFORNIA



Meeting Date: March 28, 2018
Agenda Item: 7
Subject: Recognition of Retirement - Janice Borchard
Prepared by: Jorgen Nielsen, Chair & Michael Nigh, Executive Director
Requested Action: Information Only

Janice Borchard joined the Area Housing Authority on March 21, 1990 as an Account Clerk in the Finance department. During her time as a valued member of the Finance team, Janice utilized her love of numbers and statistics to manually track each Housing Assistance Payment paid monthly for AHA's 2,500 Section 8 program participants. In addition, she was responsible for tracking the number of contracts in place each month so that the Housing Authority would receive the proper amount of administration fee income from HUD. The best tool available at the time was accounting ledger sheets and tally marks!

Tired of ledger sheets and tally marks, Janice sought a new challenge in moving to the housing program side of Section 8 as a Housing Specialist beginning on July 1, 1996. Understanding both the financial intricacies and program regulations of Section 8, Janice was promoted to Section 8 Supervisor on September 9, 1998. She was vital in the AHA's computer conversions over the years and could recite Section 8 processing steps by merely reciting keyboard function keys necessary to complete a task. During the past 20 years as a supervisor, Janice has not only shared with staff her knowledge of the program but also her passion to assist those in need.

Janice has influenced the AHA through a variety of roles and after 28 years of dedicated service Janice will retire March 29, 2018. She is looking forward to spending time with her husband, grandchildren, and relaxing.

On behalf of the Board of Commissioners and thousands of program participants we would like to thank Janice for her many years of dedication as well as continued good wishes and success for the future. She will certainly be missed.



Meeting Date: March 28, 2018
Agenda Item: 8
Subject: Consideration of Inclusionary Housing Guidance Policy
Prepared by: Neal Maguire, Attorney
Ferguson Case Orr Paterson LLP
Requested Action: Review, Motion, Discuss, Second, Voice Vote

Neal Maguire, an attorney with Ferguson Case Patterson Orr, will continue his discussion from the October 27, 2017 and February 28, 2018 Board meeting regarding the issues of producing affordable housing units and how this impacts the AHA. Consideration of an AHA Inclusionary Housing Guidance Policy may be voted upon.



Meeting Date: March 28, 2018
Agenda Item: 9A
Subject: Closed Session
Prepared by: Executive Director Ad Hoc Performance Evaluation Committee
Requested Action: Performance Evaluation, Michael Nigh

EXECUTIVE DIRECTOR AD HOC PERFORMANCE EVALUATION COMMITTEE

Jane McClenahan, Ad Hoc Committee Chair

Commissioners Mark Lunn, William Painter, Julie, Diaz-Martinez and Loretta McCarty

Closed Session

Government Code § 54947(b)(1)

Conference with the Executive Director
Performance Evaluation Committee regarding
Public Employee Performance Evaluation
Title: Executive Director



Meeting Date: March 28, 2018
Agenda Item: 9B
Subject: Closed Session
Prepared by: Jorgen Nielsen, Chair
Requested Action: Discussion

CONFERENCE WITH LABOR NEGOTIATOR

Closed Session

Government Code § 54954.5(f) and 54957.6

Conference with Labor Negotiator
Designated Representative: Jorgen Nielson
Unrepresented Employee: Executive Director



Meeting Date: March 28, 2018
Agenda Item: 10
Subject: Final Action on Executive Director Compensation
Prepared by: Executive Director Ad Hoc Performance Evaluation Committee
Requested Action: Review, Motion, Discuss, Second, Voice Vote

Approve final action on the salary, compensation paid in the form of fringe benefits and contract terms for the Executive Director. The Board is asked to direct legal counsel to amend the contract as necessary.



Meeting Date: **March 28, 2018**
Agenda Item: **11**
Subject: **Staff Comments**
Prepared by: **Staff**
Requested Action: **Information Only**



Meeting Date: March 28, 2018
Agenda Item: 12
Subject: Executive Director Comments
Prepared by: Michael Nigh, Executive Director
Requested Action: Information Only

The Executive Director will provide updates as needed.