



AGENDA
Regular Meeting
Monday December 11, 2023 at 6:00pm

Pledge of Allegiance

- I. Roll Call and Declaration of Quorum
- II. Public Comment (Comments are limited to 3 minutes)
- III. Previous Minutes: Regular Meeting November 13, 2023
- IV. New Business:
 - A. Consideration of Approving Solicitation for Bids for Upgrading Existing Security Cameras and adding an additional 6 independently powered cameras on the South San Francisco Housing Authority Site (See Map attached) Presentation by Randall Scott, Security Consultant/Security Training Institute
 - B. Establish Subcommittee to review outdated policies and procedures – Chair A. Sharma
- V. Closed Session:
 - A. Conference with Legal Counsel –Anticipated Litigation:
Significant exposure to litigation pursuant to Government
Code § 54956.9(d)(2)(4) three (3) cases
**The attorney client and/or work product privilege is claimed for this
communication as authorized by law.**
- VI. Executive Director Report
- VII. Approval of Disbursements: Management Vouchers #2180 to #2226 & ACH Payments from 11-01-2023 to 11-28-2023.
- VIII. Comments from Commissioners
- IX. Adjournment
Next meeting: Regular Meeting Monday January 8, 2024



SSFHA
South San Francisco
Housing Authority

350 C Street South San Francisco CA
Office: 650-583-7631

Public Participation Notice

The South San Francisco Housing Authority Board of Commissioners, welcomes all members of the public to attend the monthly board meetings in person or remotely. The public can also submit written comments to be presented at any regular or special meeting.

To attend in person: 2nd Monday of every month @ 6:00pm

Next Meeting: Monday December 11, 2023 @6:00pm

South San Francisco Police Station

1st Floor Conference Room

1 Chestnut Ave. South San Francisco, CA 94080

To attend remotely public access:

SSF Housing Authority is inviting you to a scheduled Zoom Meeting

Topic: SSF Housing Authority Board Meeting

Time: Dec 11, 2023 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87001739685?pwd=UERWYTnkYmVCckM0TnFOdVhkNG91dz09>

Meeting ID: 870 0173 9685

Passcode: 992237

How to Submit Written Public Comment:

Members of the public not wishing to participate remotely or in person are encouraged to submit public comments in writing in advance of the meeting by 12:00 p.m. on Monday December 11, 2023. Public comments provided in advance should identify the Agenda Item Number in the SUBJECT Line of the email. The comments will be read into the record, with a maximum allowance of 3 minutes per individual comment, subject to the Chairperson's discretion.

All emailed comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time. If a comment is received after the agenda item is heard but before the close of the meeting, the comment will still be included as a part of the record of the meeting and read into the record. Comments that are not in compliance with the Housing Authority's rules of decorum may be summarized for the record rather than read verbatim. We value your input and participation, if you cannot attend by zoom, please send us your 3-minute comments as follows: Email: sosfha@sbcglobal.net

**MINUTES OF THE REGULAR MEETING OF
THE HOUSING AUTHORITY OF THE CITY OF SOUTH SAN FRANCISCO
HELD ON: November 13, 2023
DRAFT**

The meeting was called to order at 6:02 pm by Chair A. Sharma followed by the pledge of allegiance. Present were as follows and a quorum was declared:

PRESENT:

Commissioners A. Sharma, S. Pitocchi, L. Mercado, M. Rashid, D. Vong-Spillan, J. Rivas.
Commissioner T. Powell showed up at 6:30pm.

ABSENT:

None

PUBLIC COMMENT:

Annette Pitocchi was present, but did not make any comments.

PREVIOUS MINUTES:

Previous minutes were reviewed and motion to approve the minutes of October 10, 2023 was made by Commissioner S. Pitocchi and seconded by Commissioner L. Mercado. Motion passed unanimously by all Commissioners present.

NEW BUSINESS:

- A. Election of Vice-Chair was opened by Chair A. Sharma. Nomination was made to elect Commissioner J. Rivas to the seat of Vice-Chair by Commissioner S. Pitocchi and seconded by Commissioner L. Mercado. No other nominations were made. Commissioner J. Rivas accepted the nomination. Roll call was taken as follows:
Chair A. Sharma- Aye
Commissioner S. Pitocchi- Aye
Commissioner L. Mercado- Aye
Commissioner D. Vong-Spillan -Aye
Commissioner T. Powell – Aye
Commissioner M. Rashid – Aye
Commissioner J. Rivas -Aye
No Nays
No Abstentions
Motion passed unanimously

CLOSED SESSION:

- A. Conference with Legal Counsel –Anticipated Litigation: Significant exposure to litigation pursuant to Government Code § 54956.9(d)(2)(4) two (2) cases. **The attorney client and/or work product privilege is claimed for this communication as authorized by law.** Board went into closed session at 6:07pm and came out of closed session at 6:16pm. No report out of closed session.

EXECUTIVE DIRECTOR REPORT:

Executive Director, L. Taylor reported as follows:

- A. Community Meeting held on 10-24-23. Great turnout, over 30 people were present. Representatives of the City of South San Francisco were present as follows: Assistant City Manager, Rich Lee, Councilmember Eddie Flores, SSFFD, SSFPD, DPW & Parks & Recreation. Each representative gave information on resources pertaining to their department.
- B. There have been problems with the sewer lines. The city is no longer taking responsibility for the portion of the street and sewer lines located on the Housing Authority C Street property line. Legal Counsel will be reviewing information pertaining to the City of South San Francisco's position on this matter.

APPROVAL OF DISBURSEMENTS:

Motion was made by Commissioner D. Vong-Spillan and seconded by Commissioner T. Powell to approve Management Vouchers #2180 to #2205 in the amount of \$40,097.27 and ACH payments for the period of 10-02-23 to 10-30-23 in the amount of \$72,743.61 for a grand total of \$120,840.88 Motion passed unanimously by Commissioners present.

COMMENTS FROM COMMISSIONERS:

Commissioner T. Powell wanted to let Commissioner S. Pitocchi know that he will be missed. Commissioner T. Powell, stated that it has been great serving with Commissioner S. Pitocchi on this side of the table and on opposite sides of the table when working at Juvenile Hall.

Commissioner D. Vong-Spillan wanted to echo what Commissioner T. Powell had said. Commissioner D. Vong-Spillan stated that she had followed Commissioner S. Pitocchi into his first interview for the Commissioner position and has enjoyed every minute of serving with Commissioner S. Pitocchi. She stated it has been an honor and she learned so much.

Commissioner L. Mercado wanted to congratulate the new Vice-Chair J. Rivas. Commission L. Mercado stated that Commissioner S. Pitocchi will be dearly missed.

Commissioner M. Rashid stated he enjoyed working with Commissioner S. Pitocchi and always seeing the smile on his face. Commissioner M. Rashid reminded Commissioner S. Pitocchi to remember to come by for National Night Out and enjoy the Barbecue.

Commissioner A. Sharma stated that he wanted to thank Commissioner S. Pitocchi for everything he had shared with the Board and it has been a pleasure working with Commissioner S. Pitocchi and it will be a challenge replacing him.

Commissioner S. Pitocchi stated to Vice-Chair J. Rivas that he will do fine; everyone is going to learn new things and everyone will work together. Commissioner S. Pitocchi stated it has been a pleasure working with everyone and all the great things that were accomplished working together. Commissioner S. Pitocchi stated that the Housing Authority is in a much better place today, thanks to the hard work of all fellow Commissioners and the Executive Director L. Taylor. Commissioner S. Pitocchi wanted to acknowledge and thank his wife Annette Pitocchi for encouraging him to continue to serve as Commissioner under some adverse conditions at times.

Executive Director Taylor, wanted to thank Commissioner S. Pitocchi for his leadership on the board and that it was a true honor and pleasure to work with him.

Chair A. Sharma presented Commissioner S. Pitocchi with a plaque highlighting the Board's appreciation for his years of service on the SSF Housing Authority Board of Commissioners.

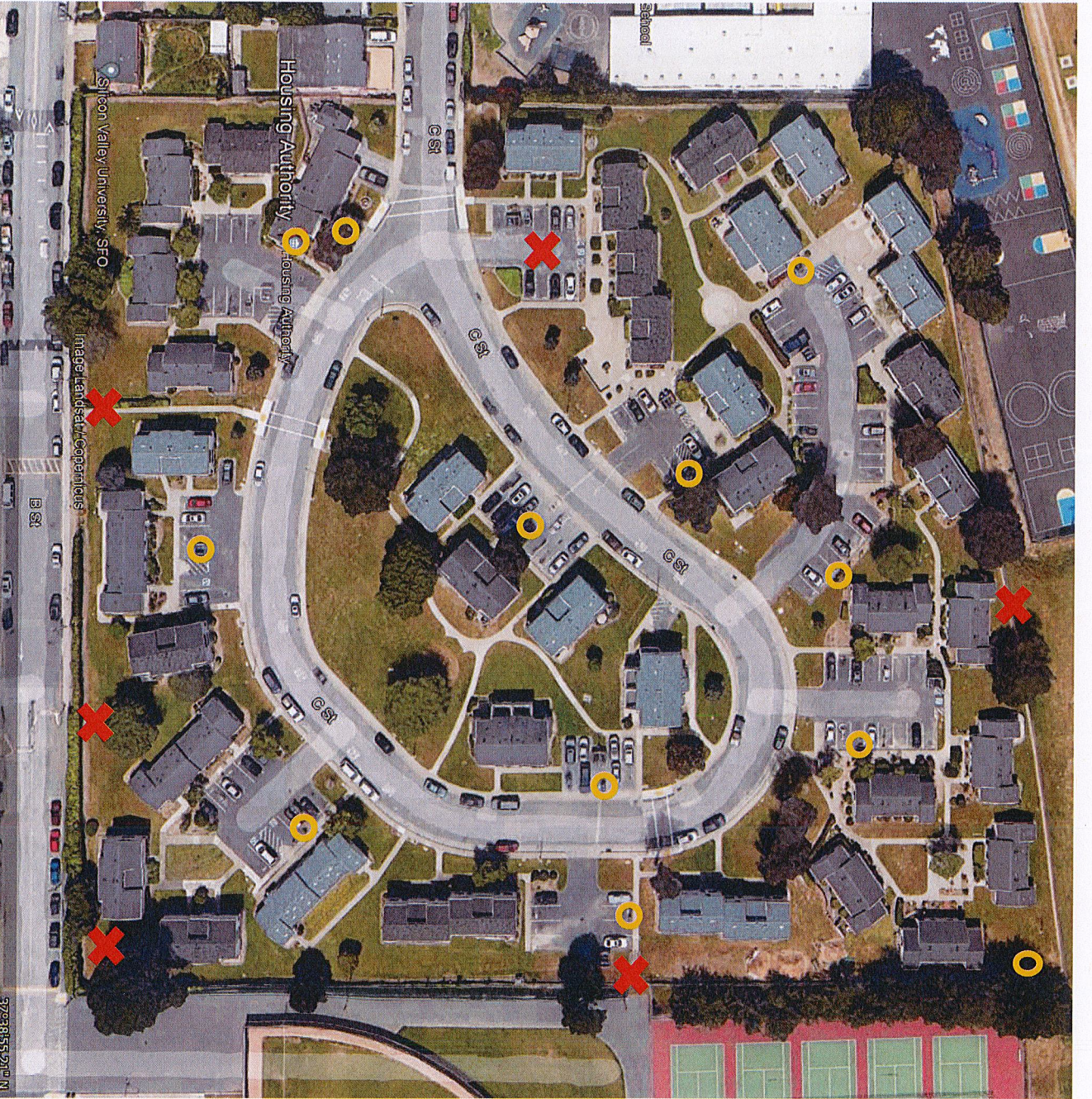
Meeting adjourned at 6:56pm

Seal

Chairperson

Attest

Secretary



○ Existing camera location
✗ Desired coverage area.

Executive Director's Report – Board Meeting for December 11, 2023

*Debrief Commissioners Retreat

*HOTMA Training

*Status of Bid preparation for Fence (B Street) under Emergency Security Safety Grant

*Vision Testing on 12-7-23, at Preschool located at 2525 Wexford Ave. SSF in partnership with the SSF Host Lions Club over 30 children and school staff were tested, both the Executive Director and Commissioner M. Rashid participated.