



PUBLIC NOTICE

March 12, 2025

Dothan Housing (DH) Board of Commissioners will conduct a
Board Meeting

Wednesday, March 19, 2025, at 10:00 a.m.

at Our Community, Inc. (OCI) Housing and Enrichment Center
located at 1001 Montana Street Dothan, AL 36303

In-person and Virtually via Zoom.

 **ZOOM Meeting ID: 883-098-6433**

 <https://us02web.zoom.us/j/8830986433>



AGENDA

03-19-2025

Call To Order

Prayer

Approve DH March 19, 2025 Agenda

Approve DH January 15, 2025 Board Meeting Minutes

NEW BUSINESS: Resolutions

Board Commissioner Re-Appointment

Elect Board Commission Officers

Administrative Plan Revisions

DH Employee Handbook Revisions

Disposition of Surplus Property

CEO UPDATES:

DEPARTMENT & DIVISION UPDATES

Finance & Administration

Housing & Resident Services

MTW & Strategic Initiatives

HR

Comments

Adjourn



**Minutes of a Meeting
Of the Commissioners of the Housing Authority
Of the City of Dothan, Alabama**

January 15, 2025

The Commissioners of the Housing Authority of the City of Dothan, Alabama, convened in a Regular Meeting on Wednesday January 15, 2025, 10:00 a.m. at Our Community, Inc. Housing & Enrichment Center at 1001 Montana Street and via Zoom.

The meeting was called to order at 10:00 am by: Mr. David Jamison.

The meeting was opened with prayer by: Mr. David Jamison.

The Secretary called the roll, and the following were in attendance:

Present:

David Jamison
Jeff Williams
Michael Jackson
Linda Ward

Absent:

Lily Mendoza
Lisa Alexander

ZOOM:

Jasmine Bowick

Dothan Housing personnel: **C-Suite:** Samuel P. Crawford, CEO and Secretary; Challis Readus; Dr. Tamara Berry-Andrews, CHO; Bonita Schatz, CFO; Ladonice Freeney and Tanya Embry. **MTW:** Tera Wells. **SEACH:** John Porter III. **IT:** Patience Crittenden. **HR:** Lachun Thomas. **ASSET MANAGEMENT:** Tamaria Harris.

DH ZOOM: Makayla Woytek and Hillary Richardson.

ZOOM Visitors: Kelly Mierkowski, City of Dothan and Jennifer Robinson, Resident.

The Chairperson, David Jamison, declared a quorum present.

I. Approve January 15, 2025 Agenda:

Motion: Lily Mendoza

Second: Jeff Williams

Vote: Unanimous

Abstain: None



PUBLIC NOTICE

January 8, 2025

Dothan Housing (DH) Board of Commissioners will conduct a
Board Meeting

Wednesday, January 15, 2025, at 10:00 a.m.

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AGENDA

01-15-2025

Call To Order

Prayer

Approve DH January 15, 2025 Agenda

Approve DH December 11, 2024 Board Meeting Minutes

NEW BUSINESS: Resolutions

DH 2025 Holiday Calendar

CEO UPDATES:

Comments

Adjourn

Approve December 11, 2024 Minutes:

Motion: Jeff Williams

Second: Lily Mendoza

Vote: Unanimous

Abstain: None

2025 HOLIDAY CALENDAR: The Dothan Housing (DH) Board of Commissioners approves the holiday calendar each year. DH follows the holiday schedule of the local governing body, the City of Dothan. The City of Dothan has indicated to DH that it has granted fifteen (15) holidays for the calendar year 2025.

Motion: Lily Mendoza

Second: Lisa Alexander

Vote: Unanimous

Abstain: None

CEO UPDATES: I am sending a Happy New Year and send prayers to those affected by the California wildfires. Dothan Housing issued an editorial expressing concern and saluting the firefighters and first responders. Welcome to all our guests and employees. We are planning an ambitious year. We will be getting back on track with the Committees. Planning Meeting invites will be sent out to the Commissioners, the meeting is scheduled for 01-28-2025.

FINANCE UPDATE: The Finance Committee met 01-14-2025. DH is operating \$27,000 in black. The Yardi software is being implemented. Finance is looking forward to being more up to date and live with financials. The 2025 budgets are being imported with a March anticipated date for possible revision reviews.

MOVING TO WORK (MTW) REQUIREMENT UPDATE: The Dothan Housing MTW program is being implemented to promote self-sufficiency among participant families. The key requirements are work or educational commitment. Supportive Services will be led by Resident Services for families meeting these requirements and will partner with external organizations to facilitate assistance. The challenges faced will be lack of transportation and childcare; supportive services will be built to assist resident needs. The plan will go into effect in 2026.

Closing Remarks

OTHER BUSINESS: The next Board Meeting will be held Wednesday February 19, 2025.

ADJOURN DH MEETING: TIME: 10:21 am

Motion: Lily Mendoza

Second: Lisa Alexander

Vote: Unanimous

Abstain: None

Board Chairperson

Secretary



RESOLUTION 2025-02

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama as follows:

WHEREAS, Page 4, Item 4 “Board of Commissioners” of the Bylaws states that the Authority shall have seven (7) Commissioners and the Mayor is responsible for the appointment of the Commissioners. Commissioners are appointed for a five (5) year term and the terms shall be staggered so that no more than two vacancies occur each year. Two (2) Commissioners must be a recipient of housing authority assistance, and

WHEREAS, Dothan Housing pursuant to the Bylaws of this authority, it is deemed necessary and in the best interests of this authority that the following action is taken by the Board of Commissioners of this authority:

1. Dothan Housing desires Mr. Jeff Williams to continue to serve Dothan Housing with integrity and purpose as a Board Commissioner, and

NOW, THEREFORE, BE IT RESOLVED THAT, under the authority vested in Mayor of the City of Dothan, Alabama, by Sec. 24-1-24, Code of Alabama, 1975, as amended; hereby announce the re-appointment of Jeff Williams as a member of the Dothan Housing Authority, term beginning on February 1, 2025 and expiring on January 31, 2030, and

RESOLUTION 2025-02 CONT'D: APPROVE RE-APPOINTMENT OF JEFF WILLIAMS AS BOARD COMMISSIONER OF DOTHAN HOUSING TO COMPLETE THE TERM WHICH EXPIRES JANUARY 31, 2030.

NOW, FURTHERMORE, BE IT RESOLVED THAT, on the 21st day of January, 2025 on which day a copy of this appointment was filed for record with the City Clerk of said City and furnished to the Executive Board of the Housing Authority, and

PASSED, ADOPTED and APPROVED on the 19th day of March, 2025.

David Jamison, Chairperson

Jeff Williams, Vice Chair

Michael Jackson, Commissioner

Lily Mendoza, Commissioner

Lisa Alexander Commissioner

Jasmine Bowick, Commissioner

Linda Ward, Commissioner

BOARD OF COMMISSIONERS

**STATE OF ALABAMA
COUNTY OF HOUSTON
CITY OF DOTHAN**

WHEREAS, the term of Jeff Williams as a member of the Dothan Housing Authority will expire on January 31, 2025.

THEREFORE, under the authority vested in me as Mayor of the City of Dothan, Alabama, by Sec. 24-1-24, Code of Alabama, 1975, as amended, I do hereby announce the re-appointment of Jeff Williams as a member of the Dothan Housing Authority, term beginning on February 1, 2025 and expiring on January 31, 2030.

This is the 21st day of January, 2025, on which day a copy of this appointment was filed for record with the City Clerk of said City and furnished to the Executive Board of the Housing Authority.



A handwritten signature in black ink, appearing to read "Mark Saliba", written over a horizontal line.

**Mark Saliba
Mayor**

ATTEST:

A handwritten signature in black ink, appearing to read "Wendy Shiver", written over a horizontal line.
**Wendy Shiver
City Clerk**

Exhibit “B” Commissioner Oath of Office.

The remainder of this page intentionally left blank

**Oath of Office of A Commissioner for the
The Housing Authority of the City of Dothan, Alabama**

I, the undersigned, do solemnly swear that I will support the Constitution of the United States and the State of Alabama according to the law and to the best of my judgment and ability.

I do further swear to be bound by the following:

1. I pledge myself to the professionalism of Housing Commissioners through my own efforts and through the mutual efforts of my colleagues and by all other proper means available.
2. I pledge to view my service on the Housing Commission as an opportunity to serve my community, my state and my nation because I support the objectives of providing a decent, safe and sanitary home and a suitable living environment for every American family.
3. I pledge that I recognize that my responsibilities are to serve in this capacity as a government official, a community leader and an advocate for the Commission, its programs and objectives.
4. I pledge myself to seek and maintain an equitable, honorable and cooperative association with fellow public housing officials and all others who are concerned with the proper and professional management of public housing developments.
5. I pledge to try to make decisions in terms of the most economical and efficient method toward the best interests of all citizens, particularly those of low and moderate income. Decisions will provide an equal opportunity to all citizens regardless of race, creed, sex or age.
6. I will recognize that my responsibility is not to make the day-to-day management decisions of the Authority, but to see that it is well run by carrying out policy making, planning and appraisal functions and by providing direction and taking formal action in support of these functions.
7. I pledge to refuse to represent special interests or partisan politics or to use this Commission for personal gain or for the gain of friends or supporters. I recognize that although I have been appointed by the city government, my responsibility is to the entire community.

Commissioner Signature

Date

Notary

Subscribed and sworn to me before _____ day of _____ 20
this

My commission expires _____ 20

Notary Signature _____

Seal

Exhibit “A” Code of Professional Ethics for Public Housing Commissioners.

The remainder of this page intentionally left blank

**Code of Professional Ethics for the
Public Housing Commissioner**

The objective of the Code of Ethics is to encourage professional performance by housing commissioners. The Code describes objectives which, when accepted and followed, will help to foster a beneficial relationship between the commissioners, staff and those they serve.

CODE

A public housing commissioner shall be bound by the following pledge:

1. I pledge myself to the professionalism of Housing Commissioners through my own efforts and through the mutual efforts of my colleagues and by all other proper means available.
2. I pledge to view my service on the Housing Commission as an opportunity to serve my community, my state and my nation because I support the objectives of providing a decent, safe and sanitary home and a suitable living environment for every American family.
3. I pledge that I recognize that my responsibilities are to serve in this capacity as a government official, a Community leader, and an advocate for the Commission, its programs and objectives.
4. I pledge myself to seek and maintain an equitable, honorable and cooperative association with fellow public housing officials and all others who are concerned with the proper and professional management of public housing developments.
5. I pledge to try to make decisions in terms of the most economical and efficient method toward the best interests of all citizens, particularly those of low and moderate income. Decisions will provide an equal opportunity to all citizens regardless of race, creed, sex or age.
6. I will recognize that my responsibility is not to make the day-to-day management decisions of the Authority, but to see that it is well run by carrying out policy making, planning and appraisal functions and by providing direction and taking formal action in support of these functions.
7. I pledge to refuse to represent special interests or partisan politics or to use this Commission for personal gain or for the gain of friends or supporters. I recognize that although I have been appointed by the city government, my responsibility is to the entire community.

8. I pledge that I shall not receive, directly or indirectly, any fee, rebate, commission, discount, gratuity, or any other benefit whether monetary or otherwise for the proper professional discharge of my duties, except authorized established expenses and other benefits.
9. I will arrive at conclusions only after I have discussed matters fully with members of the professional staff and other commission members. Once a decision has been reached by the majority of the commission assembled at a meeting, I will support it graciously.
10. I will recognize that the authority is vested with the whole commission assembled in meetings and that the powers of the commission shall be vested with the commissioner thereof in office at any time.
11. I pledge to support and protect authority personnel in the performance of their duties. Where and when commissioners are involved in the employment of staff, I will vote to hire only competent and trained personnel who have been recommended by the executive director, otherwise I will support the executive director in his or her choice of hiring and handling personnel without involvement by the commission.
12. I pledge to refer all complaints, including my personal criticisms, to the executive director, and only after the failure of administrative solution will pursue such matters outside the commission while also recognizing the individual rights of a commissioner as a citizen appointee and the responsibilities such an appointment implies.
13. I pledge to observe and enforce local and state laws and regulations pertaining to the commission and the authority and the housing represented by those entities.
14. I pledge to respect the limited intent and scope of executive session and respect privileged communications from executive session and other sources for the privacy of the personnel and clients with whom we are involved.
15. I pledge myself to place honesty, integrity, industriousness, compassion and understanding above all else; to pursue my gainful efforts by study and dedication to the end that service to my housing authority and the people I serve shall always be maintained at the highest possible level.
16. I pledge to make diligent use of the time of the commission as a whole and to faithfully attend all meetings barring unforeseen conflicts in which case I shall promptly notify the chairperson or designee while respecting the rights and commitments of other commissioners and the housing authority that the commission represents.

17. I pledge myself to comply with the rules and regulations and principals of this Code of Professional Ethics.

Commissioner Signature

Date

Notary			
Subscribed and sworn to me before this	_____	day of	_____ 20
My commission expires	_____		_____ 20
Notary Signature			
Seal			



RESOLUTION 2025-03

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama (DHA) as follows; and

WHEREAS, the Board of Commissioners shall duly elect a Chairperson, a Vice-Chairperson and a Secretary-Treasurer for this Board of Commissioners at its Annual Meeting, and

WHEREAS, the By-Laws of the Housing Authority of the City of Dothan, Alabama adopted November 9, 2005 by Resolution No. 2005-16; revised by Resolution No. 2019-20 on October 9, 2019; revised by Resolution No. 2021-03 on January 13, 2021; revised March 17, 2021 by Resolution No. 2021-11 and further revised December 8, 2021 by Resolution 2021-58; states in Article II-Officers, Section 1: The officers of the Authority shall be a Chairperson, and a Vice-Chairperson and a Secretary-Treasurer (who shall be the Executive Director/Chief Executive Officer {CEO}). The Chairperson and Vice-Chairperson must be on the Board for at least one year before being eligible for election, and

WHEREAS, the Chairperson shall preside at all meetings of the Authority. The Chairperson shall sign all documents required by HUD to be signed by the Chairperson. At each meeting the Chairperson shall submit such recommendations and information as may be considered proper concerning the business, affairs, and policies of the Authority, and

WHEREAS, the Vice-Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson; and in case of the resignation or death of the Chairperson, the Vice-Chairperson shall perform such duties as are imposed on the Chairperson until such time as the Authority shall select a new Chairperson, and

RESOLUTION NO. 2025-03 CONT'D: ELECTION OF OFFICERS OF THE HOUSING AUTHORITY OF THE CITY OF DOTHAN, ALABAMA BOARD OF COMMISSIONERS FOR THE TERM TO BEGIN MARCH 19, 2025 AND ENDING MARCH 18, 2026.

WHEREAS, should the office of Chairperson, Vice-Chairperson or Secretary-Treasurer become vacant the Board of Commissioners shall elect a successor from its membership at the next regular meeting, and such election shall be for the un-expired term of said office. When the office of the Executive Director/CEO becomes vacant, the Board of Commissioners shall appoint a successor from a list of qualified applicants, and

WHEREAS, the elected Chairperson, Vice-Chairperson and Secretary-Treasurer will serve a one year term to begin March 19, 2025 and expire March 18, 2026, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama, as follows:

Section I. That _____ is hereby elected and named to serve as Chairperson of the Board of Commissioners effective March 19, 2025 and to serve in said capacity until such time as a new election is held or he is no longer a duly appointed Commissioner of this Board of Commissioners in accordance with State law.

Section II. That _____ is hereby elected and named to serve as Vice-Chairperson of the Board of Commissioners effective March 19, 2025 and to serve in said capacity until such time as a new election is held or he is no longer a duly appointed Commissioner of this Board of Commissioners in accordance with State law.

Section III. That _____ is hereby elected and named to serve as Secretary-Treasurer of the Board of Commissioners effective March 19, 2025 and to serve in said capacity until such time as a new election is held or he is no longer a duly appointed Commissioner of this Board of Commissioners in accordance with State law.

RESOLUTION NO. 2025-03 CONT'D: ELECTION OF OFFICERS OF THE HOUSING AUTHORITY OF THE CITY OF DOTHAN, ALABAMA BOARD OF COMMISSIONERS FOR THE TERM TO BEGIN MARCH 19, 2025 AND ENDING MARCH 18, 2026.

PASSED, ADOPTED, AND APPROVED ON THE 19TH DAY OF MARCH, 2025.

David Jamison, Chairperson

Jeff Williams, Vice Chair

Michael Jackson, Commissioner

Lily Mendoza, Commissioner

Lisa Alexander Commissioner

Jasmine Bowick, Commissioner

Linda Ward, Commissioner

BOARD OF COMMISSIONERS



RESOLUTION 2025-04

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama as follows:

WHEREAS, the Housing Authority of the City of Dothan, Alabama (DHA) proposes to revise its Administrative Plan to comply with the U.S. Department of Housing and Urban Development (HUD), and

WHEREAS, The Administrative Plan and any revisions of the plan must be formally adopted by the Housing Authority's (HAs) Board of Commissioners or other authorized HA officials. The Administrative Plan states HA policy on matters for which the HA has the discretion to establish local policies, and

WHEREAS, it has been determined that the existing adopted Administrative Plan requires revision primarily due to the addition of updated policies and regulatory provisions governed by HUD, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama, as follows:

Section I. That the Housing Authority of the City of Dothan, Alabama does hereby adopt and approves the revisions and additions of the Administrative Plan due to the plan updates and additions.

Section II. That the effective date of the revised Administrative Plan is March 1, 2025.

**RESOLUTION NO. 2025-04 CONT'D: ADOPTING AND APPROVING REVISIONS TO THE
DHA ADMINISTRATIVE PLAN.**

PASSED, ADOPTED, AND APPROVED ON THE 19TH DAY OF MARCH, 2025.

David Jamison, Chairperson

Jeff Williams, Vice Chair

Michael Jackson, Commissioner

Lily Mendoza, Commissioner

Lisa Alexander Commissioner

Jasmine Bowick, Commissioner

Linda Ward, Commissioner

BOARD OF COMMISSIONERS



602 S. Lena St.
PO Box 1727
Dothan, AL 36302

P: 334.794.6713
F: 334.712.1415

DothanHousing.org   

MEMORANDUM

TO: Board of Commissioners

FROM: LaDonice Freeney, Director of Compliance *LaDonice Freeney*

RE: Update of DH Administrative Plan

The Administrative Plan must be in accordance with HUD regulations and guidelines. Therefore, to comply with HUD requirements, Dothan Housing must make the necessary changes to its Administrative Plan to reflect the up-to-date guidelines and regulations governed by the HUD program.

Please note the changes to the Dothan Housing Administrative Plan below:

- I. Updated to reflect the new HOTMA guidelines
- II. Updated references to the Code of Federal Regulations
- III. Corrected formatting throughout the Administrative Plan
- IV. Updated subheadings where necessary

Upon approval, the updated Administrative Plan will be effective on March 1, 2025.

Thank you.



RESOLUTION 2025-05

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama (DHA) as follows:

WHEREAS, the Housing Authority of the City of Dothan, Alabama (DHA) proposes removing the yearly payout of unused sick and unused annual leave at year-end, as suggested in the Housing Authority of the City of Dothan Employee Handbook (updated 11/22). The elimination of this yearly payout is due to budget cuts and will be reviewed and possibly revised in the future, and

WHEREAS, the removal of the yearly payout of unused sick and unused annual leave at year-end as suggested in the Housing Authority of the City of Dothan Employee Handbook (updated 11/22) be formally adopted by the Housing Authority's (HAs) Board of Commissioners or other authorized HA officials, and

WHEREAS, it has been determined that the removal of the yearly payout of unused sick and unused annual leave at year-end, as suggested in the Housing Authority of the City of Dothan Employee Handbook (updated 11/22), requires revision primarily due to updated annual leave and sick leave policies, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama, as follows:

- Section I. That the Housing Authority of the City of Dothan, Alabama does hereby adopt and approves the removal of the annual payout of unused annual and sick time due to budget cuts.
- Section II. That the effective date for removing the annual payout of unused annual and sick time at year-end is April 4, 2025.

RESOLUTION 2025-05 CONT'D: ADOPTING AND APPROVING THE REMOVAL OF ANNUAL PAYOUT OF UNUSED SICK AND UNUSED ANNUAL TIME AT THE YEAR-END AS SUGGESTED IN THE DHA EMPLOYEE HANDBOOK (UPDATED 11/22) DUE TO BUDGET CUTS.

PASSED, ADOPTED, AND APPROVED ON THE 19TH DAY OF MARCH 2025.

David Jamison, Chairperson

Jeff Williams, Vice Chairperson

Michael Jackson, Commissioner

Lily Mendoza, Commissioner

Lisa Alexander, Commissioner

Jasmine Bowick, Commissioner

Linda Ward, Commissioner

BOARD OF COMMISSIONERS



RESOLUTION 2025-06

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama (DHA) as follows.

WHEREAS, recommendations were submitted by the Dothan Management Group to the Executive Staff. After careful review, the recommendations were approved by the Executive Staff on December 2, 2024, and

WHEREAS, in accordance with the Housing Authority of the City of Dothan, Alabama's adopted Procurement Policy; Disposition of Surplus Property, goods that can be written off, sold or traded must have Board of Commissioners' approval prior to disposition, and

WHEREAS, approval of this resolution would allow Dothan Housing to write off these goods and dispose of them accordingly, and

WHEREAS, the Executive Officers have determined that certain property is obsolete for the continued operations of the Housing Authority of the City of Dothan, Alabama, and

WHEREAS, the Executive Officers are recommending to the Board of Commissioners that those certain goods be removed from the Housing Authority Inventory, and

RESOLUTION 2025-06 CONTINUED: APPROVING DISPOSITION OF SURPLUS PROPERTY.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama as follows:

Section I. That the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama hereby approves the following list of assets to be disposed of:

DOTHAN MANAGEMENT GROUP WRITE-OFF REPORT

Property	Item/Asset #	Estimated Purchase Date	Estimated Value	Serial Number	Comment
Warehouse	Stove/104713	2003	\$0.00	ACR3130AWO	Beyond Repair
Warehouse	Stove/103320	1997	\$0.00	Unreadable	Beyond Repair
Warehouse	Stove/107979	2017	\$0.00	Unreadable	Beyond Repair
Warehouse	Stove/104954	2003	\$0.00	TEF240PHW2	Beyond Repair
Warehouse	Stove/103264	1997	\$0.00	DS106569N	Beyond Repair
Warehouse	Stove/10423	1997	\$0.00	RB5250H1WW	Beyond Repair
Warehouse	Stove/104332	1997	\$0.00	Unreadable	Beyond Repair
Warehouse	Stove/103261	1997	\$0.00	DS106505N	Beyond Repair
Warehouse	Stove/104762	2003	\$0.00	Unreadable	Beyond Repair
Warehouse	Stove/107981	2017	\$0.00	Unreadable	Beyond Repair
Warehouse	Refrigerator/104387	2004	\$0.00	Unreadable	Beyond Repair
Warehouse	Refrigerator/103862	1998	\$0.00	CTX14CYBBRWW	Beyond Repair
Warehouse	Refrigerator/107633	2014	\$0.00	HTN16BBEWW	Beyond Repair
Warehouse	Refrigerator/104846	2002	\$0.00	FRT15B3AW1	Beyond Repair
Warehouse	Refrigerator/103818	1997	\$0.00	CTX14CYBRWW	Beyond Repair
Warehouse	Refrigerator/104303	2004	\$0.00	Unreadable	Beyond Repair
Warehouse	Refrigerator/107627	2014	\$0.00	GPE16DTHWW	Beyond Repair
Warehouse	Refrigerator/107437	2011	\$0.00	FFHT1513LW3	Beyond Repair
Warehouse	Refrigerator/107286	2008	\$0.00	CTB1401VROD	Beyond Repair
Warehouse	Refrigerator/107216	2007	\$0.00	FFHT1513LW3	Beyond Repair

RESOLUTION 2025-06 CONTINUED: APPROVING DISPOSITION OF SURPLUS PROPERTY.

Section II. That the Board of Commissioners of the Housing Authority of the City of Dothan, Alabama; approve disposal of the listed property according to the terms of the adopted Procurement Policy.

PASSED, ADOPTED, AND APPROVED ON THE 19TH DAY OF MARCH, 2025.

David Jamison, Chairperson

Jeff Williams, Vice Chair

Michael Jackson, Commissioner

Lily Mendoza, Commissioner

Lisa Alexander Commissioner

Jasmine Bowick, Commissioner

Linda Ward, Commissioner

BOARD OF COMMISSIONERS



PUBLIC NOTICE

March 12, 2025

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Board Meeting

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AGENDA

03-19-2025

Call To Order

Approve March 19, 2025 Agenda

Approve January 15, 2025 Board Meeting Minutes

NEW BUSINESS:

Board Director Re-appointment

Elect Board Director Officers

PRESIDENT UPDATES:

Comments

Public Comments

Adjourn



Minutes of the Board of Directors 01-15-2025

The Board of Directors of Our Community, Inc. held a meeting on Wednesday, January 15, 2025 at Our Community Housing & Enrichment Center (OCHEC) located at 1001 Montana Street Dothan, Alabama and virtually via Zoom.

The meeting was called to order at 10:21 am by Mr. Samuel P. Crawford, President/Chairman. Present were Vice President/Vice Chairman David Jamison; Director Jeff Williams and Director Lily Mendoza. Secretary/Treasurer Michael Jackson, Director Lisa Alexander and Director Jasmine Bowick via ZOOM. Absent was Director Linda Ward.

Dothan Housing personnel: **C-Suite:** Samuel P. Crawford, CEO and Secretary; Challis Readus; Dr. Tamara Berry-Andrews, CHO; Bonita Schatz, CFO; Ladonice Freeney and Tanya Embry. **MTW:** Tera Wells. **SEACH:** John Porter III. **IT:** Patience Crittenden. **HR:** Lachun Thomas. **ASSET MANAGEMENT:** Tamaria Harris.

DH ZOOM: Makayla Woytek and Hillary Richardson.

ZOOM Visitors: Kelly Mierkowski, City of Dothan and Jennifer Robinson, Resident.

The 01-15-2025 Meeting Agenda was approved with a motion by David Jamison and a second by Lily Mendoza.



PUBLIC NOTICE

January 8, 2025

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Board Meeting

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AGENDA

01-15-2025

Call To Order

Approve January 15, 2025 Agenda

Approve December 11, 2024 Board Meeting Minutes

PRESIDENT UPDATES:

Comments

Adjourn

CEO UPDATES: DH was awarded the Jeff Bezos Day 1 Family Fund Grant in the amount of \$1.25 million dollars. The funds are received upfront, and no reimbursement is required. This Grant allows for flexibility to assist the homeless in anyway. 50% can be used for development. DH is looking to convert the gym into a small women and children’s shelter. We are waiting on quotes for shower installation and what it would take to accomplish. DH was also awarded \$280,000 from ADECA which is the Emergency Services Grant (ESG). The Grant will be used to provide three (3) staffing positions and rental assistance.

The December 11, 2024 Board Meeting Minutes were approved with a Motion by Lily Mendoza and a second by Michael Jackson.

The Meeting of the Directors of Our Community, Inc. was adjourned at 10:26 am with a Motion by David Jamison and a Second by Jeff Williams.

The next meeting of the Directors of Our Community, Inc. (OCI); is scheduled for Wednesday, February 19, 2025.

President

Vice-President



RESOLUTION 2025-01

BE IT RESOLVED by the Board of Board of Directors of Our Community, Inc. (OCI) an Alabama nonprofit corporation as follows:

WHEREAS, Section 3.2 Qualifications and Number. A director must be a natural person who is at least eighteen (18) years of age, but need not be a member of the Corporation, a citizen of the United States, or a resident of the State of Alabama., and

WHEREAS, Section 3.3 Terms and Vacancies. The term of office for each director shall continue for so long as such director is a Commissioner of the Authority. The term of office shall begin at the applicable meeting of the member at which such director was appointed, and there shall be no limitation on the number of terms of office of directors, and

WHEREAS, Section 3.4 Duties Of Directors. A director shall perform his duties as a director, including his duties as a member of any committee of the Board of Directors upon which he may serve, in good faith, in a manner he reasonably believes to be in the best interests of the Corporation and with the care an ordinarily prudent person in a like position would exercise under similar circumstances, and

RESOLUTION 2025-01 CONT'D: APPROVE TO REAPPOINT JEFF WILLIAMS AS BOARD DIRECTOR OF OUR COMMUNITY, INC. TO COMPLETE THE TERM WHICH EXPIRES JANUARY 31, 2030.

WHEREAS, OCI pursuant to the Bylaws of this authority, it is deemed necessary and in the best interests of this authority that the following action is taken by the Board of Directors of this corporation:

1. Our Community, Inc. desires Mr. Jeff Williams to continue to serve OCI with integrity and purpose as the Board Director, and

NOW, THEREFORE, BE IT RESOLVED THAT, under the authority vested in Mayor of the City of Dothan, Alabama, by Sec. 24-1-24, Code of Alabama, 1975, as amended; hereby announce the reappointment of Jeff Williams as a member of the Dothan Housing Authority, term beginning on February 1, 2025 and expiring on January 31, 2030, and

NOW, FURTHERMORE, BE IT RESOLVED THAT, on this 21ST day of January, 2025 on which day a copy of this appointment was filed for record with the City Clerk of said City and furnished to the Executive Board of the Housing Authority.

RESOLUTION 2025-01 CONT'D: APPROVE TO REAPPOINT JEFF WILLIAMS AS BOARD DIRECTOR OF OUR COMMUNITY, INC. TO COMPLETE THE TERM WHICH EXPIRES JANUARY 31, 2030.

PASSED, ADOPTED and APPROVED on the 19TH day of March, 2025.

David Jamison, Vice-President

Jeff Williams, Director

Michael Jackson, Director

Lily Mendoza, Director

Lisa Alexander, Director

Jasmine Bowick, Director

Linda Ward, Director

BOARD OF DIRECTORS



**RESOLUTIONS
OF
THE BOARD OF DIRECTORS OF
OUR COMMUNITY, INC.**

March 19, 2025

RESOLUTION 2025-02

The Board of Directors (the "**Board**") of Our Community, Inc., an Alabama nonprofit corporation (the "**Corporation**"), do hereby adopt the following resolutions at a duly called and convened meeting of the Board of the Corporation held on the above date:

Appointment of Officers

WHEREAS, the Board wishes to appoint the following three (3) individuals as officers of the Corporation:

1. _____, President & Chairman
2. _____, Vice-President & Vice-Chairman
3. _____, Treasurer and Secretary

RESOLVED, that _____, _____, and _____ be and are hereby appointed as (i) President & Chairman; (ii) Vice-President & Vice Chairman; and (iii) Treasurer and Secretary, respectively, of the Corporation to serve in such capacity until their successors are duly elected and approved, and

WHEREAS, the term of office for each director shall continue for so long as such director is a Commissioner of the Authority. The term of office shall begin at the applicable meeting of the member at which such director was appointed, and

WHEREAS, whenever a vacancy occurs on the Board of Directors, including a vacancy resulting from an increase in the number of directors, it shall be filled by the member at the next meeting of the member. In the event that a director is no longer a Commissioner of the Authority, then such person shall automatically be removed from the Board of Directors as a director and such director's successor shall be appointed at the next meeting of the member. There shall be no limitation on the number of terms of office of directors, and

RESOLUTION 2025-02: APPROVE BOARD DIRECTOR OFFICER APPOINTMENTS.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of Our Community, Inc. (OCI) believes it is in the best interest of the organization to approve the officer appointments, and

NOW, FURTHERMORE, BE IT RESOLVED by the Board of Directors of Our Community, Inc. (OCI), as follows:

SECTION I. That the Board of Directors of Our Community, Inc. (OCI) does hereby approve the appointment of _____, as President & Chairman, _____, as Vice-President & Vice-Chairman and _____ as Treasurer and Secretary. The terms will be effective March 19, 2025 until March 18, 2026.

PASSED, ADOPTED and APPROVED on the 19TH day of March, 2025.

David Jamison, Vice-President

Jeff Williams, Director

Michael Jackson, Director

Lily Mendoza, Director

Lisa Alexander, Director

Jasmine Bowick, Director

Linda Ward, Director

BOARD OF DIRECTORS



PUBLIC NOTICE

March 12, 2025

Building Opportunities toward Self-Sufficiency (BOSS) Board of Directors will conduct a
Board Meeting

Wednesday, March 19, 2025 at 10:00 a.m.

at Our Community, Inc. (OCI) Housing and Enrichment Center
located at 1001 Montana Street Dothan, AL 36303

In-person and Virtually via Zoom.

📺 ZOOM Meeting ID: 883-098-6433

📍 <https://us02web.zoom.us/j/8830986433>



AGENDA

03-19-2025

Call To Order

Approve March 19, 2025 Agenda

Approve January 15, 2025 Board Meeting Minutes

New Business: Resolutions

Board Director Re-Appointment

Elect Board Director Officers

President Updates

Comments

Adjourn



Minutes of the Board of Directors

January 15, 2025

The Directors of Building Opportunities toward Self-Sufficiency (BOSS) convened in a Meeting on Wednesday January 15, 2025, at Our Community Housing & Enrichment Center at 1001 Montana Street and via Zoom.

The meeting was called to order at 10:26 am by: Mr. Samuel P. Crawford.

The Secretary called the roll, and the following were:

Present	Absent	ZOOM
David Jamison	Linda Ward	Jasmine Bowick
Jeff Williams		Michael Jackson
Lily Mendoza		Lisa Alexander

The meeting was called to order at 10:21 am by Mr. Samuel P. Crawford, President/Chairman. Present were Vice President/Vice Chairman David Jamison; Director Jeff Williams and Director Lily Mendoza. Secretary/Treasurer Michael Jackson, Director Lisa Alexander and Director Jasmine Bowick via ZOOM. Absent was Director Linda Ward.

Dothan Housing personnel: **C-Suite:** Samuel P. Crawford, CEO and Secretary; Challis Readus; Dr. Tamara Berry-Andrews, CHO; Bonita Schatz, CFO; Ladonice Freeney and Tanya Embry. **MTW:** Tera Wells. **SEACH:** John Porter III. **IT:** Patience Crittenden. **HR:** Lachun Thomas. **ASSET MANAGEMENT:** Tamaria Harris.

DH ZOOM: Makayla Woytek and Hillary Richardson.

ZOOM Visitors: Kelly Mierkowski, City of Dothan and Jennifer Robinson, Resident.

The 01-15-2025 Meeting Agenda was approved with a motion by David Jamison and a second by Lily Mendoza.



PUBLIC NOTICE

January 8, 2025

Building Opportunities toward Self-Sufficiency (BOSS) Board of Directors will conduct a
Board Meeting

Wednesday, January 15, 2025 at 10:00 a.m.

at Our Community Housing and Enrichment Center (OCHEC)
located at 1001 Montana Street Dothan, AL 36303

In-person and Virtually via Zoom.

📺 ZOOM Meeting ID: 883-098-6433

🌐 <https://us02web.zoom.us/j/8830986433>



AGENDA

01-15-2025

Call To Order

Approve January 15, 2025 Agenda

Approve December 11, 2024 Meeting Minutes

UPDATES:

Comments

Adjourn

The 12-11-2024 Meeting Minutes were approved with a motion by David Jamison and a second by Lily Mendoza.

MOVING TO WORK (MTW) REQUIREMENT UPDATE: The Dothan Housing MTW program is being implemented to promote self-sufficiency among participant families. The key requirements are work or educational commitment. Supportive Services will be led by Resident Services for families meeting these requirements and will partner with external organizations to facilitate assistance. The challenges faced will be lack of transportation and childcare; supportive services will be built to assist resident needs. The plan will go into effect in 2026.

The Meeting of the Directors of BOSS, Inc. was adjourned at 10:28 am with a Motion by David Jamison and a Second by Jeff Williams.

The next meeting of the Directors of BOSS, Inc. is scheduled for Wednesday, February 15, 2025.

President

Vice-President



RESOLUTION 2025-01

03-19-2025

The Board of Directors (the "**Board**") of Building Opportunities Toward Self Sufficiency, Inc. an Alabama nonprofit corporation (the "**Corporation**"), do hereby adopt the following resolutions at a duly called and convened meeting of the Board of the Corporation held on the above date:

WHEREAS, ARTICLE III, Section 3.2 of the Bylaws state: The Board of Directors of Building Opportunities toward Self-Sufficiency (BOSS) shall consist of seven (7) persons, which number of directors may be changed from time to time by the Member provided that the number of directors shall never be less than three (3) persons. Each director shall be selected by the Member, provided that the Board of Directors shall at all times be comprised of the same individuals that comprise the Board of Commissioners of the Member, and

WHEREAS, ARTICLE III, Section 3.3 of the Bylaws of BOSS state: The term of office for each director shall continue for so long as such director is a Commissioner of the Member. The term of office shall begin at the applicable meeting of the Member at which such director was appointed. Whenever a vacancy occurs on the Board of Directors, including a vacancy resulting from an increase in the number of directors, it shall be filled by the Member at the next meeting of the Member. In the event that a director is no longer a Commissioner of the Member, then such person shall automatically be removed from the Board of Directors as a director and such director's successor shall be appointed at the next meeting of the Member. There shall be no limitation on the number of terms of office of directors, and

WHEREAS, BOSS pursuant to the Bylaws of this Member, it is deemed necessary and in the best interests of this Member that the following action is taken by the Board of Directors of this Member:

1. Building Opportunities toward Self-Sufficiency (BOSS) desires Mr. Jeff Williams to serve BOSS with integrity and purpose as the Board Director.

RESOLUTION 2025-01 CONT'D: APPROVE THE RE-APPOINTMENT OF JEFF WILLIAMS AS BOARD DIRECTOR OF BUILDING OPPORTUNITIES TOWARD SELF-SUFFICIENCY (BOSS) TO COMPLETE THE TERM WHICH EXPIRES JANUARY 31, 2030.

NOW, THEREFORE, BE IT RESOLVED THAT, under the authority vested in Mayor of the City of Dothan, Alabama, by Sec. 24-1-24, Code of Alabama, 1975, as amended; hereby announce the re-appointment of Jeff Williams as a member of the Dothan Housing Authority, term beginning on February 1, 2025 and expiring on January 31, 2030, and

NOW, FURTHERMORE, BE IT RESOLVED THAT, on this 21st day of January, 2025 on which day a copy of this appointment was filed for record with the City Clerk of said City and furnished to the Executive Board of the Housing Authority.

RESOLUTION 2025-01 CONT'D: APPROVE THE RE-APPOINTMENT OF JEFF WILLIAMS AS BOARD DIRECTOR OF BUILDING OPPORTUNITIES TOWARD SELF-SUFFICIENCY (BOSS) TO COMPLETE THE TERM WHICH EXPIRES JANUARY 31, 2030.

PASSED, ADOPTED and APPROVED on the 19TH day of March, 2025.

David Jamison, Vice-President

Jeff Williams, Director

Michael Jackson, Director

Lily Mendoza, Director

Lisa Alexander, Director

Jasmine Bowick, Director

Linda Ward, Director

BOARD OF COMMISSIONERS



RESOLUTIONS
OF
THE BOARD OF DIRECTORS OF

BUILDING OPPORTUNITIES TOWARD SELF-SUFFICIENCY (BOSS)

March 19, 2025

RESOLUTION 2025-02

The Board of Directors (the "**Board**") of Building Opportunities Toward Self-Sufficiency (**BOSS**), an Alabama nonprofit corporation (the "**Corporation**"), do hereby adopt the following resolutions at a duly called and convened meeting of the Board of the Corporation held on the above date:

Appointment of Officers

WHEREAS, the Board wishes to appoint the following three (3) individuals as officers of the Corporation:

1. _____, President & Chairman
2. _____, Vice-President & Vice-Chairman
3. _____, Treasurer and Secretary

RESOLVED, that _____, _____, and _____ be and are hereby reappointed as (i) President & Chairman; (ii) Vice-President & Vice Chairman; and (iii) Treasurer and Secretary, respectively, of the Corporation to serve in such capacity until their successors are duly elected and approved.

WHEREAS, the term of office for each director shall continue for so long as such director is a Commissioner of the Authority. The term of office shall begin at the applicable meeting of the member at which such director was appointed, and

WHEREAS, whenever a vacancy occurs on the Board of Directors, including a vacancy resulting from an increase in the number of directors, it shall be filled by the member at the next meeting of the member. In the event that a director is no longer a Commissioner of the Authority, then such person shall automatically be removed from the Board of Directors as a director and such director's successor shall be appointed at the next meeting of the member. There shall be no limitation on the number of terms of office of directors, and

RESOLUTION 2025-02: APPROVE THE APPOINTMENT OF BOARD DIRECTOR OFFICERS.

NOW, THEREFORE, BE IT RESOLVED, the Building Opportunities Toward Self-Sufficiency (**BOSS**) believes it is in the best interest of the organization to approve the officer reappointments, and

NOW, FURTHERMORE, BE IT RESOLVED by the Board of Directors of Building Opportunities Toward Self-Sufficiency (**BOSS**), as follows:

SECTION I. That the Board of Building Opportunities Toward Self-Sufficiency (**BOSS**) does hereby approve the appointment of _____, as President & Chairman, _____ as Vice-President & Vice-Chairman and _____ as Treasurer and Secretary. The terms will be effective March 19, 2025 until March 18, 2026.

PASSED AND ADOPTED BY A VOTE OF THE BOARD DIRECTORS OF BUILDING OPPORTUNITIES TOWARD SELF-SUFFICIENCY (BOSS) THIS 19th DAY OF March 2025, AS FOLLOWS:

David Jamison, Vice-President

Jeff Williams, Director

Michael Jackson, Director

Lily Mendoza, Director

Lisa Alexander, Director

Jasmine Bowick, Director

Linda Ward, Director

BOARD OF COMMISSIONERS



PUBLIC NOTICE

March 12, 2025

Southeast Alabama Coalition for the Homeless, Inc. (SEACH)

Board of Directors will conduct a

Board Meeting

Wednesday, March 19, 2025, at 10:00 a.m.

at Our Community, Inc. (OCI) Housing and Enrichment Center
located at 1001 Montana Street Dothan, AL 36303

In-person and Virtually via Zoom.

🔊 **ZOOM Meeting ID: 883-098-6433**

🔗 <https://us02web.zoom.us/j/8830986433>



AGENDA

03-19-2025

Call To Order

Prayer

Approve March 19, 2025 Agenda

Approve January 15, 2025 Board Meeting Minutes

NEW BUSINESS (Resolutions)

Board Director Re-Appointment

Elect Board Director Officers

SEACH & Alabama Department of Economic & Community Affairs (ADECA) Sub-Recipient Agreement

PRESIDENT UPDATES:

Closing Remarks

Adjourn



Minutes of the Board of Directors

January 11, 2025

The Directors of the Southeast Alabama Coalition for the Homeless, Inc. (SEACH) convened in a meeting on Wednesday January 11, 2025 at Our Community Housing & Enrichment Center at 1001 Montana Street and via Zoom.

The meeting was called to order at 10:21 am by Mr. Samuel P. Crawford, President/Chairman. Present were Vice President/Vice Chairman David Jamison; Director Jeff Williams and Director Lily Mendoza. Secretary/Treasurer Michael Jackson, Director Lisa Alexander and Director Jasmine Bowick via ZOOM. Absent was Director Linda Ward.

Dothan Housing personnel: **C-Suite:** Samuel P. Crawford, CEO and Secretary; Challis Readus; Dr. Tamara Berry-Andrews, CHO; Bonita Schatz, CFO; Ladonice Freeney and Tanya Embry. **MTW:** Tera Wells. **SEACH:** John Porter III. **IT:** Patience Crittenden. **HR:** Lachun Thomas. **ASSET MANAGEMENT:** Tamarra Harris.

DH ZOOM: Makayla Woytek and Hillary Richardson.

ZOOM Visitors: Kelly Mierkowski, City of Dothan and Jennifer Robinson, Resident.

The 01-15-2025 Meeting Agenda was approved with a motion by Lily Mendoza and a second by Lisa Alexander.



PUBLIC NOTICE
January 8, 2025

Southeast Alabama Coalition for the Homeless, Inc. (SEACH)
Board of Directors will conduct a

Board Meeting

Wednesday, January 15, 2025, at 10:00 a.m.

at Our Community Housing and Enrichment Center (OCHEC)
located at 1001 Montana Street Dothan, AL 36303

In-person and Virtually via Zoom.

📺 ZOOM Meeting ID: 883-098-6433

📺 <https://us02web.zoom.us/j/8830986433>



AGENDA

01-15-2025

Call To Order
Prayer

Approve January 15, 2025 Agenda
Approve December 11, 2024 Board Meeting Minutes

NEW BUSINESS: RESOLUTIONS

Accept Sub-Recipient Agreement from the City of Dothan

Closing Remarks
Adjourn

The 12-11-2024 Board Meeting Minutes were approved with a motion by Jeff Williams and a second by Lily Mendoza.

SUB-RECIPIENT AGREEMENT: On September 17, 2024; the City of Dothan approved Resolution 2024-264 to enter into a subrecipient agreement with the Southeast Alabama Coalition for the Homeless (SEACH), and will be assisting the SEACH, through the budgeting of Community Development Block Grant (CDBG) Funds for the provision of funding for their SEACH 2024 project, to serve low- and moderate-income households. SEACH was awarded the sum of \$10,322.00 under the Community Development Block Grant (CDBG) 2024 Annual Action Plan. The Sub-recipient Agreement between SEACH and the City of Dothan was approved with a Motion by Jeff Williams and a second by Lily Mendoza.

CEO UPDATES: 01-25-2025 a Point In Time (PIT) count will be held in all five (5) counties: Houston, Dale, Henry, Geneva and Coffee. HUD requires COCs to conduct the PIT count and is required for the last ten (10) days of January. Volunteers, donations and community support are needed. Flyers have been distributed, listing the services that will be provided. We have partnered with the University of Alabama Data Center, to assist with reporting accurate data to HUD. The City of Dothan proclaimed 01-25-2025 PIT Count Day to bring awareness to and assess the state of homelessness in our communities.

HOMELESS SHELTER: Procedures are being developed to determine how to operate. We are waiting on estimates for infrastructure to include baths and showers. Security plans are being developed, and concerns are being discussed. This process will require a lot of volunteers who will be around the clock and paid staff. We are looking into wrap around services: Mental Health, Medical and Physical; and we will partner with Spectra Care and ACOM. This will be a low barrier shelter, no ID or background checks, but will be a safe environment. SEACH will set the barriers.

The Meeting of the Directors of SEACH, Inc. was adjourned at 10:31 am with a Motion by Jeff Williams and a second by Lily Mendoza.

The next meeting of the Directors of SEACH, Inc. is scheduled for Wednesday, February 19, 2025.

President

Vice-President

SEACH

— SOUTHEAST ALABAMA COALITION FOR THE HOMELESS —

**RESOLUTIONS OF
THE BOARD OF DIRECTORS OF
SOUTHEAST ALABAMA COALITION FOR THE HOMELESS, INC.**

RESOLUTION 2025-02

BE IT RESOLVED by the Board of Directors of the Southeast Alabama Coalition for the Homeless (SEACH), Inc. as follows:

The Board of Directors (the "**Board**") of Southeast Alabama Coalition for the Homeless, (BOSS) Inc., an Alabama nonprofit corporation (the "**Corporation**"), adopted the following resolutions at a duly called and convened meeting of the Board of the Corporation held on February 19, 2025:

Section 5.02. **QUALIFICATION AND ELECTION OF DIRECTORS.**

- (a) Qualifications. Each Director shall be a natural person eighteen (18) years of age or older.
- (b) Election of Directors. Directors shall be elected in accordance with Section 5.10(b).

Section 5.03. **NUMBER AND TERM OF OFFICE.**

Section 5.04. **VACANCIES.** If a vacancy occurs in the office of a Director for any reason, including an increase in the number of Directors, an individual may be selected to fill the vacant position by the Member. If an individual is selected to fill the vacant position, such Director shall hold office for the unexpired term for which the vacancy occurred, if applicable, and until a successor shall be appointed and shall qualify or until his or her earlier death, resignation or removal.

Section 5.05. **REMOVAL OF DIRECTORS.** A Director may be removed from office at any time, with or without cause, in accordance with Section 5.10(b) hereof, provided that written notice of the intention to consider the removal of such Director has been included in the notice of the meeting at which such removal will be considered and has been provided to the Director being considered for expulsion.

RESOLUTION 2025-02 CONT'D: APPROVE TO REAPPOINT JEFF WILLIAMS AS BOARD DIRECTOR OF SEACH TO COMPLETE THE TERM, WHICH EXPIRES JANUARY 31, 2030.

WHEREAS, Southeast Alabama Coalition for the Homeless (SEACH), Inc. pursuant to the Bylaws of this corporation, it is deemed necessary and in the best interests of this corporation that the following action is taken by the Board of Directors of this corporation:

1. The Southeast Alabama Coalition for the Homeless (SEACH), Inc. Board of Directors desire Mr. Jeff Williams to continue to serve Southeast Alabama Coalition for the Homeless (SEACH), Inc. with integrity and purpose as the Resident Board Director, and

NOW, THEREFORE, BE IT RESOLVED THAT, under the authority vested in Mayor of the City of Dothan, Alabama, by Sec. 24-1-24, Code of Alabama, 1975, as amended; hereby announce the reappointment of Jeff Williamsr as a member of the Dothan Housing Authority, term beginning on February 1, 2025 and expiring on January 31, 2030, and

NOW, FURTHERMORE, BE IT RESOLVED THAT, on this 19th day of January, 2025 on which day a copy of this appointment was filed for record with the City Clerk of said City and furnished to the Executive Board of the Housing Authority.

RESOLUTION 2025-02 CONT'D: APPROVE TO REAPPOINT JEFF WILLIAMS AS BOARD DIRECTOR OF SEACH TO COMPLETE THE TERM, WHICH EXPIRES JANUARY 31, 2030.

PASSED, ADOPTED and APPROVED on the 19TH day of March, 2025.

David Jamison, Vice-President

Michael Jackson, Treasurer & Secretary

Jeff Williams, Director

Lily Mendoza, Director

Lisa Alexander, Director

Jasmine Bowick, Director

Linda Ward, Director

BOARD OF DIRECTORS

**STATE OF ALABAMA
COUNTY OF HOUSTON
CITY OF DOTHAN**

WHEREAS, the term of Jeff Williams as a member of the Dothan Housing Authority will expire on January 31, 2025.

THEREFORE, under the authority vested in me as Mayor of the City of Dothan, Alabama, by Sec. 24-1-24, Code of Alabama, 1975, as amended, I do hereby announce the re-appointment of Jeff Williams as a member of the Dothan Housing Authority, term beginning on February 1, 2025 and expiring on January 31, 2030.

This is the 21st day of January, 2025, on which day a copy of this appointment was filed for record with the City Clerk of said City and furnished to the Executive Board of the Housing Authority.



**Mark Saliba
Mayor**

ATTEST:

**Wendy Shiver
City Clerk**

Exhibit “B” Commissioner Oath of Office.

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**Oath of Office of A Commissioner for the
The Housing Authority of the City of Dothan, Alabama**

I, the undersigned, do solemnly swear that I will support the Constitution of the United States and the State of Alabama according to the law and to the best of my judgment and ability.

I do further swear to be bound by the following:

1. I pledge myself to the professionalism of Housing Commissioners through my own efforts and through the mutual efforts of my colleagues and by all other proper means available.
2. I pledge to view my service on the Housing Commission as an opportunity to serve my community, my state and my nation because I support the objectives of providing a decent, safe and sanitary home and a suitable living environment for every American family.
3. I pledge that I recognize that my responsibilities are to serve in this capacity as a government official, a community leader and an advocate for the Commission, its programs and objectives.
4. I pledge myself to seek and maintain an equitable, honorable and cooperative association with fellow public housing officials and all others who are concerned with the proper and professional management of public housing developments.
5. I pledge to try to make decisions in terms of the most economical and efficient method toward the best interests of all citizens, particularly those of low and moderate income. Decisions will provide an equal opportunity to all citizens regardless of race, creed, sex or age.
6. I will recognize that my responsibility is not to make the day-to-day management decisions of the Authority, but to see that it is well run by carrying out policy making, planning and appraisal functions and by providing direction and taking formal action in support of these functions.
7. I pledge to refuse to represent special interests or partisan politics or to use this Commission for personal gain or for the gain of friends or supporters. I recognize that although I have been appointed by the city government, my responsibility is to the entire community.

Commissioner Signature

Date

Notary

Subscribed and sworn to me before _____ day of _____ 20
this

My commission expires _____ 20

Notary Signature _____

Seal

Exhibit “A” Code of Professional Ethics for Public Housing Commissioners.

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**Code of Professional Ethics for the
Public Housing Commissioner**

The objective of the Code of Ethics is to encourage professional performance by housing commissioners. The Code describes objectives which, when accepted and followed, will help to foster a beneficial relationship between the commissioners, staff and those they serve.

CODE

A public housing commissioner shall be bound by the following pledge:

1. I pledge myself to the professionalism of Housing Commissioners through my own efforts and through the mutual efforts of my colleagues and by all other proper means available.
2. I pledge to view my service on the Housing Commission as an opportunity to serve my community, my state and my nation because I support the objectives of providing a decent, safe and sanitary home and a suitable living environment for every American family.
3. I pledge that I recognize that my responsibilities are to serve in this capacity as a government official, a Community leader, and an advocate for the Commission, its programs and objectives.
4. I pledge myself to seek and maintain an equitable, honorable and cooperative association with fellow public housing officials and all others who are concerned with the proper and professional management of public housing developments.
5. I pledge to try to make decisions in terms of the most economical and efficient method toward the best interests of all citizens, particularly those of low and moderate income. Decisions will provide an equal opportunity to all citizens regardless of race, creed, sex or age.
6. I will recognize that my responsibility is not to make the day-to-day management decisions of the Authority, but to see that it is well run by carrying out policy making, planning and appraisal functions and by providing direction and taking formal action in support of these functions.
7. I pledge to refuse to represent special interests or partisan politics or to use this Commission for personal gain or for the gain of friends or supporters. I recognize that although I have been appointed by the city government, my responsibility is to the entire community.

8. I pledge that I shall not receive, directly or indirectly, any fee, rebate, commission, discount, gratuity, or any other benefit whether monetary or otherwise for the proper professional discharge of my duties, except authorized established expenses and other benefits.
9. I will arrive at conclusions only after I have discussed matters fully with members of the professional staff and other commission members. Once a decision has been reached by the majority of the commission assembled at a meeting, I will support it graciously.
10. I will recognize that the authority is vested with the whole commission assembled in meetings and that the powers of the commission shall be vested with the commissioner thereof in office at any time.
11. I pledge to support and protect authority personnel in the performance of their duties. Where and when commissioners are involved in the employment of staff, I will vote to hire only competent and trained personnel who have been recommended by the executive director, otherwise I will support the executive director in his or her choice of hiring and handling personnel without involvement by the commission.
12. I pledge to refer all complaints, including my personal criticisms, to the executive director, and only after the failure of administrative solution will pursue such matters outside the commission while also recognizing the individual rights of a commissioner as a citizen appointee and the responsibilities such an appointment implies.
13. I pledge to observe and enforce local and state laws and regulations pertaining to the commission and the authority and the housing represented by those entities.
14. I pledge to respect the limited intent and scope of executive session and respect privileged communications from executive session and other sources for the privacy of the personnel and clients with whom we are involved.
15. I pledge myself to place honesty, integrity, industriousness, compassion and understanding above all else; to pursue my gainful efforts by study and dedication to the end that service to my housing authority and the people I serve shall always be maintained at the highest possible level.
16. I pledge to make diligent use of the time of the commission as a whole and to faithfully attend all meetings barring unforeseen conflicts in which case I shall promptly notify the chairperson or designee while respecting the rights and commitments of other commissioners and the housing authority that the commission represents.

17. I pledge myself to comply with the rules and regulations and principals of this Code of Professional Ethics.

Commissioner Signature

Date

Notary			
Subscribed and sworn to me before this	_____	day of	_____ 20
My commission expires	_____		_____ 20
Notary Signature	_____		
Seal			

SEACH

— SOUTHEAST AL COALITION FOR THE HOMELESS —

RESOLUTION 2025-03

A RESOLUTION APPOINTING OFFICERS TO THE BOARD OF DIRECTORS OF THE SOUTHEAST ALABAMA COALITION FOR THE HOMELESS (SEACH), INC.

BE IT RESOLVED by the Board of Directors of the Southeast Alabama Coalition for the Homeless (SEACH), Inc. as follows, and

WHEREAS, the Board of Directors wishes to appoint the following three (3) individuals as officers of the Corporation:

1. _____, President & Chairman
2. _____, Vice-President & Vice-Chairman
3. _____, Treasurer and Secretary

RESOLVED, that _____, _____, and _____ be and are hereby appointed as (i) President & Chairman; (ii) Vice-President & Vice Chairman; and (iii) Treasurer and Secretary, respectively, of the Corporation to serve in such capacity until their successors are duly appointed and approved.

WHEREAS, each Director shall be a natural person eighteen (18) years of age or older. The Board of Directors shall consist of not less than three (3) nor more than eleven (11) Directors, and

WHEREAS, except as otherwise provided herein, the term of office for each Director shall be three (3) years. The term of office shall begin on the date such Director was appointed by the Member. Each Director shall hold office until the expiration of the term for which he or she was appointed and until a successor shall be appointed and shall qualify or until his or her earlier death, resignation or removal.

WHEREAS, there shall be no limitation on the number of terms of office for the Directors, and

RESOLUTION 2025-03: APPROVE THE APPOINTMENT OF BOARD DIRECTOR OFFICERS.

NOW, THEREFORE, BE IT RESOLVED, the Southeast Alabama Coalition for the Homeless (SEACH) believes it is in the best interest of the organization to approve the officer appointments, and

NOW, FURTHERMORE, BE IT RESOLVED by the Board of Directors of the Southeast Alabama Coalition for the Homeless (SEACH) as follows:

SECTION I. That the Board of Directors of the Southeast Alabama Coalition for the Homeless (SEACH) does hereby approve the appointment of _____, as President & Chairman, _____ as Vice-President & Vice-Chairman and _____ as Treasurer and Secretary.

Section II. The terms will be effective March 19, 2025 until March 18, 2026.

RESOLUTION 2025-03: APPROVE THE APPOINTMENT OF BOARD DIRECTOR OFFICERS.

PASSED AND ADOPTED BY A VOTE OF THE BOARD OF DIRECTORS OF THE SOUTHEAST ALABAMA COALITION FOR THE HOMELESS (SEACH) THIS 19th DAY OF MARCH, 2025, AS FOLLOWS:

David Jamison, Vice-President

Michael Jackson, Treasurer & Secretary

Jeff Williams, Director

Lily Mendoza, Director

Lisa Alexander, Director

Jasmine Bowick, Director

Linda Ward, Director

BOARD OF DIRECTORS

SEACH

— SOUTHEAST AL COALITION FOR THE HOMELESS —

RESOLUTION 2025-04

BE IT RESOLVED by the Board of Directors of the Southeast Alabama Coalition for the Homeless (SEACH) an Alabama nonprofit corporation as follows:

WHEREAS, on September 26, 2024; the Alabama Department of Economic and Community Affairs (ADECA) entered into a subrecipient agreement with the Southeast Alabama Coalition for the Homeless (SEACH), and

WHEREAS, this agreement was effective on the 1st day of November 2024 and will be effective until June 26, 2026, and

WHEREAS, ADECA, desires to engage SEACH to carry out certain activities or services in connection with an undertaking which is expected to be financed or partially financed through the Federal Assistance authorized under the State's Emergency Solutions Grants (ESG) Program, and

WHEREAS, ADECA has awarded the sum of \$375,000.00 under the ESG Program for the State of Alabama Federal Award E-24-DC-01-0001; the States's ESG funds for ESG Project Number HESG-24-002, and

WHEREAS, SEACH shall be responsible for complying with any and all other applicable laws, ordinances, codes and regulations of the Federal, State and local governments, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Southeast Alabama Coalition for the Homeless (SEACH) hereby approves a subrecipient agreement with the Alabama Department of Economic and Community Affairs (ADECA), and

RESOLUTION 2025-04 CONT'D: TO APPROVE A SUBRECIPIENT AGREEMENT IN THE AMOUNT OF \$375,000.00 WITH THE ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS (ADECA) FOR ACTIVITIES OR SERVICES THROUGH THE FEDERAL ASSISTANCE AUTHORIZED UNDER THE STATE'S EMERGENCY SOLUTIONS GRANTS (ESG) PROGRAM.

NOW FURTHERMORE, BE IT RESOLVED, by the Board of Directors of the Southeast Alabama Coalition for the Homeless (SEACH) as follows:

SECTION 1. That the Board of Directors of the Southeast Alabama Coalition for the Homeless (SEACH) enters into a subrecipient agreement with the Alabama Department of Economic and Community Affairs (ADECA) for the purpose of carrying out certain activities or services.

SECTION 2. That the sum of \$375,000.00 under the ESG Program for the State of Alabama Federal Award E-24-DC-01-0001; the States's ESG funds for ESG Project Number HESG-24-002.

SECTION 3. That the effective date of said agreement is effective from November 1, 2024 through June 26, 2026.

SECTION 4. That Samuel P. Crawford, in his capacity as Southeast Alabama Coalition for the Homeless (SEACH) CEO, is hereby authorized and directed to execute said agreement on behalf of the Southeast Alabama Coalition for the Homeless (SEACH).

RESOLUTION 2025-04 CONT'D: TO APPROVE A SUBRECIPIENT AGREEMENT IN THE AMOUNT OF \$375,000.00 WITH THE ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS (ADECA) FOR ACTIVITIES OR SERVICES THROUGH THE FEDERAL ASSISTANCE AUTHORIZED UNDER THE STATE'S EMERGENCY SOLUTIONS GRANTS (ESG) PROGRAM.

PASSED, APPROVED AND ADOPTED on the 19TH day of March, 2025.

David Jamison, Vice-President

Michael Jackson, Treasurer & Secretary

Jeff Williams, Director

Lily Mendoza, Director

Lisa Alexander, Director

Jasmine Bowick, Director

Linda Ward, Director

BOARD OF COMMISSIONERS