



**Meeting Minutes  
January 16, 2024**

The monthly meeting of the Executive Board of Commissioners of the East Georgia Housing Authority Partners was called to order at 6:00 p.m. at the Thomson Housing Authority located at 219 Pecan Avenue, Thomson, Georgia. The meeting of the Executive Board of Commissioners was called to order as stipulated under the bylaws. The following Commissioners were present: Jamie Burnett-Vice Chairperson, Commissioners James Thomas, Jr., Pat Hambsch, Acqunetta Stephens and LaShanda Kitchens. Also present were Laura Williamson-Executive Director, LaTarsha Hines-Property Manager and Angela Wallace-HR Director. Absent were Commissioners, Susan Tutt-Chairperson, Stephen Ivey, Dustin Driggers, Glenn Hayes-Maintenance Director, and Krystel Paschal-ROSS Coordinator-Warrenton Housing Authority.

Commissioner Thomas opened the meeting with prayer.

The third item on the agenda was the staff reports. Vice Chairperson Burnett opened the floor for discussion.

**Maintenance:** In the absence of Glenn Hayes-Maintenance Director, Ms. Williamson began the discussion by stating there currently there are no down units. Maintenance is finishing the HVAC punch list in Warrenton. Preventive Maintenance will start again next week. Ms. Williamson also stated that the ceiling repair for the Warrenton Community Room is under contract. She stated that the office will have to close at some point, while repairs are being completed.

**Occupancy:** Ms. Williamson stated that Occupancy will start housekeeping inspections mid to late February.

**Resident Services:** In the absence of Krystel Paschal-ROSS Coordinator, Ms. Williamson stated that Ms. Paschal has scheduled several upcoming events for the residents.

**Human Resources:** Ms. Williamson stated we underwent several staff changes in December. Ms. Long (Occupancy Specialist-WHA) is no longer with EGHAP. Ms. Hines is currently covering the Warrenton office. Mr. Mims (Resident Services Specialist) accepted employment elsewhere and Ms. Wideman (Maintenance Mechanic) is no longer with EGHAP. Commissioner Burnett wanted to know how many maintenance mechanics we are short from being fully staffed. Ms. Williamson stated that we are one maintenance position down. She also stated Cason Brooks works part-time on Mondays and Tuesdays, receiving no benefits. He is not assigned to a particular authority; he works wherever he is needed. Ms. Williamson stated that Mr. Hayes will determine if he needs to hire someone within a next couple of

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**Crawfordville Property**  
301 Thompson Street  
Crawfordville, Georgia 30631

**Harlem Property**  
140 E. Milledgeville Road  
Harlem, Georgia 30814

**Thomson Property**  
219 Pecan Avenue  
Thomson, Georgia 30824

**Warrenton Property**  
PO Box 2  
Warrenton, Georgia 30828

weeks. Ms. Williamson stated that Ms. Wallace and Ms. Hines will meet to determine the best time to schedule interviews for the Occupancy Specialist position.

The fourth item on the agenda was the Consent Agenda. This was for the approval of the December 12, 2023, meeting minutes (emailed to Commissioners). Vice Chairperson Burnett opened the floor for discussion. There was no discussion. Commissioner Hambsch made a motion to approve the December 12, 2023, meeting minutes. Commissioner Stephens did second the motion. Motion passed unanimously.

The first item under old business was the lighting on the Warrenton property. Ms. Williamson stated that all upgrades have been completed. She stated that the engineer needs to come out to install additional lighting. She stated that she reached out to the engineer and is waiting to hear back from him. She also stated that she will let Commissioners Burnett and Hambsch know once she hears from him. Engineer and staff will determine where additional lighting needs to be placed.

The second item under old business was the demolitions for Crawfordville, Warrenton, and Thomson. Ms. Williamson stated that she is waiting on approval from HUD. She stated that ACES is handling everything, but she had to put the pre-bid meeting on hold until she receives approval from HUD. She stated that she will continue to email until she gets approval.

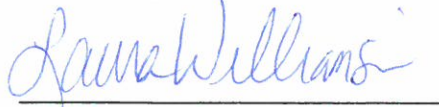
The third item under old business was the Five-Year Agency Plan. Ms. Williamson requested to table this as there is more information coming from HUD on this.

The fourth item under old business was the 2023/2024 Capital Fund Plans. Ms. Williamson stated that she will get with Mr. Hayes, and they will have the plans ready in February.

The first and only item under new business was legal representation for East Georgia Housing Authority Partners. Ms. Williamson stated the Housing Authority's attorney, Bob Knox, who served as our attorney for several years, passed away. She stated that she met with Jimmy Plunkett, Attorney for the City of Thomson on today. She advised that she asked Mr. Plunkett if he would agree to serve as the attorney for the East Georgia Housing Authority Partners. Mr. Plunkett stated that he would be more than willing to represent the Housing Authority as our attorney. Ms. Williamson stated that she spoke with Ms. Bragg from Mr. Knox's office and Ms. Bragg stated that she will box up all our files/documents within the next couple of weeks or so for her to pick up. Ms. Williamson stated that whenever she goes to pick up the documents, she will have Ms. Wallace or Ms. Hines with her, and they will deliver the documents to Mr. Plunkett. Commissioner Thomas made the motion to approve the hiring of Attorney Jimmy Plunkett for legal representation for the East Georgia Housing Authority Partners. Commissioner Hambsch did second the motion. The motion passed unanimously.

There being no further business before the board, Commissioner Thomas made a motion to adjourn the meeting. Commissioner Hambsch did second the motion. The motion passed unanimously, and the meeting adjourned at 6:22 pm.

Respectfully Submitted,



Laura Williamson  
Interim Executive Director



Jamie Burnett  
Vice-Chairperson