



**ELECTRONIC**  
**Administration and Finance Committee Meeting**  
**Tuesday, March 14, 2023**  
**6:00 p.m.**

**PLEASE NOTE:** This is an ELECTRONIC MEETING held pursuant to and in accordance with Section 2.2-3708.2 of the Code of Virginia.

**Agenda**

- I. Opening Comments/Announcements – Commissioner Blount, Chair
- II. General Counsel’s Comments regarding Electronic Meetings
- III. Minutes from the February 10, 2023 Meeting
- IV. Citizens’ Comment Period
- V. Old Business
- VI. New Business
  - A. Professional Accounting/Finance Services – Steven Nesmith/Fabio Spino
  - B. EHV – Emergency Housing Voucher Audit – Fabio Spino
  - C. HUD Agency-wide Audit – Mike Kelly
  - D. FY 2022 Audit Status Update – Fabio Spino
  - E. February 2023 Financials (*Monthly*) – Shannon Sterling
  - F. Agency Vacancies /Section 3 Hires – Priscilla Bartee
  - G. IT Q&A – Jackie Salaam-Hicks
  - H. Procurement Reporting – Art Walker
    - 1. Res. #4 - Renewal of the Contracts for Grass and Grounds Maintenance
    - 2. Res. #5 - Execute a Contract with Mechanical Solutions, LLC for Replacement of the Chiller at the Hillside Management Office
  - I. MBE, WBE and Section III Reporting – Art Walker
- VII. Next Committee Meeting Date: April 17, 2023

**(\*Note:** *All meetings will continue to be virtual, until further notice.*)

**SPECIAL NOTES FOR ELECTRONIC MEETINGS:**

Members of the public may participate in this meeting in real-time (except during closed session) through either of the following methods:

On any Internet-enabled device, navigate to <https://meet.goto.com/227540485>

- at the scheduled meeting time.
- On any telephone, dial [+1 \(571\) 317-3122](tel:+15713173122) at the scheduled meeting time and enter access code **227-540-485#**. For audio pin, press #.

To register to speak during the **Citizens' Comment Period**, please visit <https://fs23.formsite.com/rrhaforms/form1/index.html>. Timely registration in accordance with RRHA's Bylaws is required. Registered speakers must attend the meeting through GoToMeeting or by phone to deliver comments. Written comments will not be accepted in advance. **The deadline to sign up to speak is noon, March 14, 2023.**