



**JOURNAL OF THE PROCEEDINGS OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF COOK COUNTY REGULAR PUBLIC SESSION
THURSDAY, MAY 19, 2025 12:00 NOON**

ROLL CALL:

COMMISSONERS PRESENT	
Wendy Walker Williams – Chair	In Person
Polly Kuehl – Vice Chair	Zoom
Nilda Soler – Commissioner	Absent
Dr. Normah Salleh-Barone – Commissioner	In Person
Elaine Kroll – Commissioner	In Person
Eric L. Slaughter – Commissioner	In-Person
Herb Porter – Commissioner	In-Person
HACC STAFF PRESENT	
Danita W. Childers, Executive Director	In Person
Zellores Harrison, Executive Assistant	In Person
Kathleen Grady-Peralta, Comptroller/Treasurer	In Person
Sheryl Seiling, Director of Rent Assistance	In Person
Raquel Burnette, Director of Human Resources	In Person
Ernest Lofton, Director of Information Technology	In Person
Deborah O'Donnell, Director of Procurement	In-Person
Darrick Shafer, Chief of Property Officer	In-Person
Clarissa Gaviola, Development Manager	In-Person

Paul Patterson , Public Information & Freedom of Information Act Officer	
Legal Counsel	
Cherie Strong , Senior Real Estate Attorney	In Person
Public Attendees	
Paul O'Grady	Peterson, Johnson & Murray
Charles Krugel,	Charles A. Krugel, Attorney
Brian Hearn	Canon Solution
Steve Vogg	Canon Solution
Nicole Deitone	Canon Solution
Victor Henderson	Henderson Park, LLC
Peter Levavi	Brinshore Development
Lukasz Dusza	Brinshore Development
Blondell Jones	Zoom
Jon Duncan	Zoom
Byron Williams	Zoom
Kimberly Tarver	Henderson-Park, LLC

- I. **Call to Order:** Chair Wendy Walker Williams called to order the Regular Meeting of the Board of Commissioners at approximately 12:02 p.m.
- II. **Roll Call:** Zellores Harrison called the roll. Chair Walker-Williams, Commissioners Dr. Salleh-Barone, Kroll, Slaughter, and Porter attended the meeting in person and were present for the roll call; Vice Chair Polly Kuehl attended via Zoom and left the meeting at 1:00 p.m. Commissioner Soler was not present. A Quorum was established.

- III. Public Comments:** Based on HACC’s public participation rules, public participants are given three (3) minutes to address the Board. Chair Walker Williams opened the floor to public comments. No public comments were made.
- IV. Approval of the Consent Agenda:** Commissioner Dr. Salleh-Barone presented a Motion to approve the minutes of the April 10, 2025 Public Board Meeting. Commissioner Slaughter seconded the Motion. The motion carried with all “ayes.”
- V. Resolution: Board Resolution 2025 – HACC – 14 A Resolution Approving the Submission of the Section 8 Management Assessment Program Certification for the Housing Choice Voucher Program.** Resolution 2025-HACC-14 Requests the Board of Commissioners of the Housing Authority of Cook County to approve the submission of the Section 8 Management Assessment Program for the Housing Choice Voucher Program.

Director of Rent Assistance Sheryl Seiling presented a resolution for the Housing Authority of Cook County’s annual Section 8 Management Assessment Program (SEMAP) certification submission to HUD for the Housing Choice Voucher Program. The assessment consists of 14 performance indicators across operations, housing quality standards, income determination, and utilization. The most critical indicator—voucher utilization—requires at least 95% to earn full credit; the agency achieved 99% utilization and expects a 100% overall score, maintaining its high performer status from 2024. The final submission is due May 30, 2025.

Commissioner Slaughter made a Motion to Approve the Submission of the Section 8 Management Assessment Program Certification for the Housing Choice Voucher Program. Commissioner Dr. Salleh-Barone seconded the Motion. The motion carried with all “ayes.”

Resolution: Board Resolution 2025 – HACC – 15 A Resolution Authorizing the Executive Director to Enter into a Contract with Carahsoft Technology Corporation for DocuSign. Resolution 2025 - HACC-15 Requests the Board of Commissioners of the Housing Authority of Cook County to authorize the Executive Director to Enter into a Contract with Carahsoft Technology Corporation for DocuSign.

Director of Procurement Deborah O’Donnell presented a resolution to approve a one-year, \$121,440 contract with Carahsoft Technology Corporation for 16,000 DocuSign envelopes with enterprise support. The agreement, secured through a piggyback contract in place of a formal RFP, supports more efficient, paperless workflows and reduces operational costs. HACC has used DocuSign since 2020 but is planning to minimize utilization by shifting to internal platforms like Yardi and Adobe. The contract is within the FY2026 budget and offers flexibility during this transition.

Commissioner Dr. Salleh-Barone made a Motion to Authorize the Executive Director to Enter into a Contract with Carahsoft Technology Corporation for DocuSign. Commissioner Porter seconded the Motion. The motion carried with all “ayes.”

Resolution: Board Resolution 2025 – HACC – 16 A Resolution Authorizing the Executive Director to Enter into a Contract with Canon Solutions America, Inc., for Copier Lease and Maintenance Services. Resolution 2025 - HACC-16 Requests the Board of Commissioners of the Housing Authority of Cook County to authorize the Executive Director to Enter into a Contract with Canon Solutions America, Inc., for Copier Lease and Maintenance Services.

Director of Procurement Deborah O'Donnell presented a resolution to authorize a copier lease and maintenance contract with Canon Solutions America, Inc., for 28 multi-functional devices across agency properties, the downtown office, and the CMO office. The current five-year-old fleet is outdated and underperforming. After a competitive RFP process with four proposals, Canon was selected for its cost-effectiveness and strategic equipment placement. While not a WBE/MBE, Canon subcontracted a WBE firm for delivery and installation. The contract includes all maintenance, toner, and repair services with no extra service call fees. New devices will feature secure user authentication and usage tracking through PaperCut software.

Commissioner Slaughter made a Motion to approve the Resolution Authorizing the Executive Director to Enter into a Contract with Canon Solutions America, Inc., for Copier Lease and Maintenance Services. Commissioner Kroll seconded the Motion. The motion carried with all “ayes.”

Resolution: Board Resolution 2025 – HACC – 17 A Resolution Authorizing the Executive Director to Enter into a Contract with Peterson, Johnson, & Murray, LLC for Inspector General Services. Resolution 2025 - HACC-17 Requests the Board of Commissioners of the Housing Authority of Cook County to authorize the Executive Director to Enter into a Contract with Peterson, Johnson, & Murray, LLC for Inspector General Services.

Senior Real Estate Attorney Cherie Strong presented a resolution to contract Peterson, Johnson & Murray LLC for Inspector General services. After receiving an 89 evaluation as the sole RFP respondent, the firm would conduct audits, investigations, and policy reviews under a proposed one-year contract with four one-year options. Due to the absence of a contract amount and unresolved questions, Commissioners tabled the item for further review at the June 12, 2025 board meeting.

No votes were taken.

Resolution: Board Resolution 2025 – HACC – 18 A Resolution Authorizing the Executive Director to Enter into a Contract with Henderson Parks, LLC for Ethics Counsel Services. Resolution 2025 - HACC-18 Requests the Board of Commissioners of the Housing Authority of Cook County to authorize the Executive Director to Enter into a Contract with Henderson Parks, LLC for Ethics Counsel Services.

Senior Real Estate Attorney Cherie Strong presented a resolution to contract Henderson Parks, LLC as Ethics Counsel for the Housing Authority. The firm will provide independent legal advice on ethics and conflicts of interest, offering recommendations on an as-needed basis, and provide ethics training for HACC staff. The Housing Authority determined that such services are best handled by an external attorney with relevant experience, separate from its in-house legal staff.

Commissioner Kroll made a Motion to approve the Resolution Authorizing the Executive Director to Enter into a Contract with Henderson Park, LLC for Ethics Counsel Services. Commissioner Dr. Salleh-Barone seconded the Motion. Commissioners Slaughter and Porter voted “nay.” The motion carried with three “ayes” by Chair Walker Williams, Commissioners Salleh-Barone, and Kroll. Majority carried.

- VI. Motion to move to Executive Session in order to discuss the purchase, sale and lease of real estate and personnel matters [Open Meetings Act Exemption 2(c)5 and 2(c)1].** Commissioner Porter moved to convene in Closed Session in order to discuss the purchase, sale and lease of real estate and personnel matters. The Motion was seconded by Commissioner Slaughter. The Motion carried with all “ayes.” The Board moved to enter Executive Session at approximately 1:38 p.m., for which minutes are kept separately.

Following the conclusion of the Executive Session, the Board re-convened in public session. It was noted for the record in public session that no votes were taken during the Executive Session other than to adjourn the Executive Session and to return to public session.

- VII. Resolution: Board Resolution 2025 – HACC – 19 A Resolution Authorizing the Executive Director to: (1) Submit a repositioning plan for the Rental Assistance Demonstration Program and Section 18 Construction Blend for Sunrise Apartments and Daniel Bergen Homes and (2) Enter into an Intergovernmental Agreement with the City of Chicago Heights for the Mackler Site Vacant Land Parcels.** Resolution 2025 - HACC-19 Requests the Board of Commissioners of the Housing Authority of Cook County to authorize the Executive Director to (1) Submit a repositioning plan for the Rental Assistance Demonstration Program and Section 18 Construction Blend for Sunrise Apartments and Daniel Bergen Homes and (2) Enter into an Intergovernmental Agreement with the City of Chicago Heights for the Mackler Site Vacant Land Parcels.

Senior Real Estate Attorney Cherie Strong presented a resolution to authorize submission of a Repositioning Plan to HUD under RAD and Section 18 for Sunrise Apartments and Bergen Homes in Chicago Heights. Peter Levavi and Lukasz Dusza, were present representing, the developer, Brinshore. The redevelopment will convert public housing into Section 8 supported units, including full renovations, 27 new ADA-compliant units, and a five-phase project led by Brinshore with a focus on minority, local, and Section 3 hiring. Residents are guaranteed on-site relocation and a right of return. Land will be assembled through agreements with the city and a local church, with HACC contributing land via a 99-year lease, providing vouchers.

Commissioner Porter made a Motion to approve the Resolution Authorizing the Executive Director to: (1) Submit a repositioning plan for the Rental Assistance Demonstration Program and Section 18 Construction Blend for Sunrise Apartments and Daniel Bergen Homes and (2) Enter into an Intergovernmental Agreement with the City of Chicago Heights for the Mackler Site Vacant Land Parcels. Commissioner Slaughter seconded the Motion. One commissioner recused due to conflict of interest, and the motion carried with the remaining “ayes.”

- VIII. Executive Director’s Report:** In an effort to keep Commissioners, staff, and the public informed, Executive Director Childers provided a summary of recent activities.
- IX. Other Business:** Personnel Committee Chair Walker Williams asked for volunteers for a Bylaws task force and a Personnel task force. Commissioner Salleh-Barone volunteered for the Bylaws task force and Commissioners Porter and Slaughter volunteered for the Personnel task force.
- X. Adjournment:** Seeing that there was no further business, Chair Walker-Williams made a Motion to adjourn. Commissioner Slaughter seconded the Motion. The motion carried with all “ayes,” and the meeting was adjourned at approximately 3:11 p.m.



Wendy Walker-Williams
Chair

June 12, 2025



Housing Authority of Cook County

APPROVED

JUN 12 2025