

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS
PLUMAS COUNTY COMMUNITY DEVELOPMENT COMMISSION
& HOUSING AUTHORITY**

HELD IN QUINCY ON FEBRUARY 18, 2025

ROLL CALL

The meeting is called to order at 9:07 AM. Chairperson Goss, Commissioner Dwight Ceresola, Commissioner Jeff Engel, and Commissioner Mimi Hall were present.

Commissioner Tom McGowan absent

Executive Director Roger Diefendorf, Finance Director Cindy Ramsey, Finance Analyst Michelle Majeski and Board Secretary Kareen Twilley (filling in for Tricia Romandia) were also present.

Nikki Hansen from the PCCDC HEAP Department, Rodney Cottle from the PCCDC HEAP Department, Heidi Belnap from the PCCDC HCV Department and Emma Miravalle-Hood from the PCCDC Finance Department were also present to share their statements.

ADDITIONS OR DELETIONS FROM THE AGENDA

None

APPROVAL OF CLAIMS

Claims for the period of January 16, 2024, through February 10, 2025. Commissioner Engel motioned for approval. Commissioner Ceresola seconded. Approved. None opposed.

PCCDC General \$100,168.10 (Checks #65075-65146, Checks #100915 - 100961)

USDA Operations \$5,745.97 (Checks #5797 - 5818)

PCCDC General \$369,235.88 (Direct Deposits #1033010 - 1033249)

APPROVAL OF MINUTES

The minutes as of the January 21, 2025, Regular Meeting were presented to the Board for approval. Commissioner Engel motioned for approval. Commissioner Hall seconded the motion. Approved.

PUBLIC COMMENT

Chairperson Goss inquired if there were any public comments from anyone present or attending by Zoom. There were no public comments.

BOARD OF COMMISSIONERS ANNOUNCEMENTS OR REPORTS

Commissioner Hall expressed her appreciation to the entire Commission team from PCCDC for their transparency. She was able to be on site for a visit, and obtained clarification and explanations of the financial and administrative history of the Community Development Commission. She was grateful for the information.

RESOLUTIONS

There were no resolutions to be presented to the Board.

DEPARTMENTAL MATTERS

A. PCCDC Budget Performance Update as of December 2024

Finance Director, Cindy Ramsey, presented the budget overview as of December 2024. Public Housing, and Valley Heights still are maintaining their small profits. Wildwood Village had a small loss due to the maintenance staffing needs for the multiple unit turnovers, and the training of the replacement of the site manager for Wildwood. As they gain the knowledge of the position, there will be less direct hours used by the Housing Director. Occupancy for Public Housing is proving to be difficult, during the last site review they discussed the struggles the site managers are having with the leasing process. Both Management, and Maintenance have set goals to improve the process. Section 8 in December had 627 of 637 vouchers leased up, which is the highest it has been in at least four years. This program will still continue to have small losses, to use up the reserves. She expressed this has been proving to be effective because they ended up getting additional funding in the January financials. All CSD programs continue to do well, and are being reimbursed fully.

B. Executive Director Position Applicants

Executive Director, Roger Diefendorf, was pleased to report they had one application from Cindy Ramsey, for the Executive Director position. He explained to reference the packet with many details regarding her experience and what she proposes going forward. Commissioner Hall inquired on what to do with the applicant paperwork, and if it should be discussed or in closed session. They agreed on tabling the discussion for a closed session to the next meeting in March.

Nikki Hansen and Emma Miravalle-Hood shared personal statements supporting the applicant Cindy Ramsey (attached for the record). Michelle Majeski emphasized multiple improvements Cindy has made for the Agency

PROJECTS/PROGRAMS

There were no projects or programs to be presented to the Board.

CLOSED SESSION

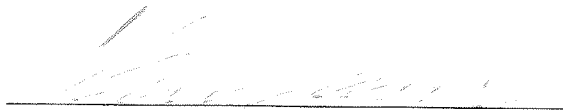
ANNOUNCE ITEMS TO BE DISCUSSED

A. Personnel: Public Employee Performance Evaluation and Longevity Increase

Chairperson Goss shared that they met in closed session the Plumas County Community Development Commission, the evaluation led to an approved increase that follows Agency procedures.

ADJOURNMENT

The Board adjourns the February 18, 2025 meeting at 9:40am. The next meeting will take place on Tuesday March 18th, 2025.



Kevin Goss, Chairperson

Attest:



Tricia Romandia, Board Secretary

Good Morning Commissioners,

While many staff members wrote letters in support of Cindy's interest in the Executive Director Position and the restructuring that comes with it, we thought it was important to voice a few shared sentiments from staff. Before Cindy took on a leadership role beyond finance, many policies, program functions, and major components of administration were not being addressed. Through research and communication with staff, Cindy has been able to implement many policies and procedures that not only address current issues, but they also set us up for success moving forward, so as to not repeat the same problems.

Cindy has shown extreme diligence and determination in seeing this agency and its employees succeed. She has created a level of transparency, communication and follow through that is driving the revitalization of our agency.

My Name is Emma Miravalle Hood & I have been with PCCDC for 10 years.

One of the most impactful improvements that Cindy has tackled is our HR department and how employee relations are handled. She has made it so that employees feel supported. She complies with laws on how employee matters transpire. She always keeps a professional and levelheaded attitude, further increasing a productive and collaborative environment. Her transparency and communication has empowered staff. She makes sure the information and guidance she provides to Staff is accurate and appropriate, and then documents shared knowledge for future reference. Agency staff has come to rely on and appreciate Cindy's follow through and accountability. She has become the figurehead that staff has turned to for directive.