

July 21, 2009

Agenda Item No. 2B1

# Memorandum



**Date:** July 16, 2009

**To:** Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners

CLERK OF THE BOARD

2009 JUL 16 PM 3:47

**From:** Carlos Alvarez  
Mayor

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

CLERK, CIRCUIT & COUNTY COURTS  
DADE COUNTY, FLA.  
#1

**Subject:** Mayoral Appointment – Miami-Dade Public Housing Agency

Pursuant to the authority vested in me under the provisions of Sections 2.02C and D of the Miami-Dade County Home Rule Charter, I hereby appoint Gregg Fortner to the position of Director, Miami-Dade Public Housing Agency (MDPHA).

Mr. Fortner has over 23 years of experience working with various public housing agencies and has served as the Housing Authority Director with the Sacramento Housing and Redevelopment Agency, and Executive Director for the San Francisco Housing Authority. Most recently, Mr. Fortner served as the Deputy Executive Director/Chief Administrative Officer for the Oakland Housing Authority. During his tenure in these various positions, he has overseen the maintenance, management, and development of public housing units; administered and operated multiple Section 8 programs; and managed critical administrative functions needed for day-to-day operations.

Mr. Fortner has a Bachelors of Arts from the University of Louisiana – Monroe.

Please join me in congratulating Gregg Fortner in his appointment as MDPHA Director. Attached is his resume and charge memorandum from the County Manager.

- c: Honorable Harvey Ruvin, Clerk, Circuit and County Courts
- Honorable Carlos J. Martinez, Public Defender
- Honorable Joel H. Brown, Chief Judge, Eleventh Judicial Court
- Honorable Kathy Fernandez-Rundle, State Attorney
- Honorable Pedro Garcia, Property Appraiser
- George M. Burgess, County Manager
- Denis Morales, Chief of Staff
- R.A. Cuevas, Jr., County Attorney
- County Executive Office staff
- Department Directors
- Dr. Eneida O. Roldan, President and Chief Operating Officer, Public Health Trust
- Robert Meyers, Executive Director, Commission on Ethics and Public Trust
- Christopher Mazzella, Inspector General
- Charles Anderson, Commission Auditor

# Memorandum



**Date:** July 16, 2009

**To:** Gregg Fortner  
Director, Miami-Dade Public Housing Agency

**From:** George M. Burge  
County Manager

**Subject:** Charge Memorandum – Miami-Dade Public Housing Agency

Congratulations on your appointment as the Director of the Miami-Dade Public Housing Agency (MDPHA). As Director, you will be responsible to ensure that all elements of the Action Plan set forth in the Memorandum of Understanding (MOU) between Miami-Dade County and the US Department of Housing and Urban Development (US HUD) are completed on time. In addition to completing all these tasks, you must bring to MDPHA the critical leadership skills necessary to make further improvements and efficiencies, and forge a vision for the future of the department.

As MDPHA Director, you are tasked with the following key priorities:

- Improve customer service across all MDPHA program areas to reduce constituent complaints received by various County offices;
- Strengthen partnerships with other County providers of affordable housing services including close coordination with the Office of Community and Economic Development to coordinate and better provide affordable housing solutions;
- Strengthen the financial and operational controls throughout the organization including a top-down review of the current year budget to mitigate any possible funding reductions;
- Fill other key vacancies to continue a smooth transition of day-to-day operations from US HUD;
- Lead the County's interagency working group to ensure compliance with the US HUD MOU and to constantly improve MDPHA's operations;
- Continue to work with HOPE VI stakeholders during the remainder of the revitalization project;
- Closely monitor all aspects of the HOPE VI revitalization project to ensure remediation issues are handled properly, funding sources are in place for the completion of the project, and work with other County agencies to comply with Resolution R-1416-08 which requires staff to identify up to 850 annual contribution contract equivalent units within the expanded HOPE VI target area and report on said progress on a quarterly basis;
- Work with the Quadel Consulting Corporation to increase efficiency, implement internal controls, and accomplish all the objectives in the Action Plan with respect to the Section 8 Housing Choice Voucher Program;
- Closely monitor the efficiency and performance of the Single Room Occupancy, Shelter Plus Care, and Section 8 Moderate Rehabilitation programs and provide me with a report in three months if the County should consider the outsourcing of these programs;
- Continue to work with the Office of Strategic Business Management and my office to provide responses to information requests on a timely basis.

As a new member of the County family, we will support you in your efforts. You are encouraged to take advantage of this opportunity and ensure MDPHA is a role model agency around the nation.

c: Honorable Carlos Alvarez, Mayor  
Denis Morales, Chief of Staff  
Cynthia W. Curry, Senior Advisor to the County Manager  
Jennifer Glazer-Moon, Special Assistant/Director, Office of Strategic Business Management  
Angela Maher, Director, Human Resources

## GREGG FORTNER

### WORK EXPERIENCE:

- **Deputy Executive Director/Chief Administrative Officer – Oakland Housing Authority (OHA), Oakland, CA.** Plan, organize, direct and manage the administration of the Authority's functions of finance, information technology, procurement and contract compliance, Section 8 leased housing, federally contracted project-based contract administration, and resident initiative and customer outreach programs. *March 2009 to present.*
- **President - G Fortner Group, Inc. (GFG), Albany, CA.** Sole proprietor of government consulting firm specializing in interim executive/senior management for public housing authorities, redevelopment agencies and private multi-family and condominium communities. Provide feasibility analysis and technical services, including evaluations and assessments of current and proposed administrative and operational systems. *April 2008 to present.*
- **Executive Director - San Francisco Housing Authority (SFHA), San Francisco, CA.** Provide oversight for comprehensive management, maintenance, modernization, development and resident services for more than 6,400 Public Housing and other subsidized units located at over 60 sites throughout the city of San Francisco. Responsible for administration and operation of Section 8 Program with approximately 10,000 Section 8 tenant-based and project based units of assistance. Provide direction for activities of up to 535 permanent and temporary staff. Responsible for fiscal oversight, setting and meeting department goals and serving as Secretary to the Housing Authority Board of Commissioners. Act as liaison between SFHA and outside government, community based and private organizations. *April 2002 to January 2008.*
- **Acting Executive Director - SFHA, San Francisco, CA.** Provide oversight for comprehensive management, maintenance, modernization, development and resident services for more than 6,400 Public Housing and other subsidized units located at over 60 sites throughout the city of San Francisco. Responsible for administration and operation of Section 8 Program with over 8,000 Section 8 tenant-based and project based units of assistance. Provide direction for activities of up to 535 permanent and temporary staff. Responsible for fiscal oversight, setting and meeting department goals and serving as Secretary to the Housing Authority Board of Commissioners. Act as liaison between SFHA and outside government, community based and private organizations. *March 2001 to April 2002.*
- **Deputy Executive Director - SFHA, San Francisco, CA.** Assist Executive Director with managing the day-to-day operations of the SFHA, which consists of over 6,400 Public Housing and over 8,000 Section 8 assisted units. Provide policy direction to senior management and over 535 permanent and temporary staff, monitor and evaluate the activities of all departments and programs and assume responsibilities of Executive Director when required. Provide service to a culturally diverse resident population and workforce in a large urban area. *October 2000 to March 2001.*
- **Housing Authority Director - Sacramento Housing and Redevelopment Agency (SHRA), Sacramento, CA.** Provided oversight for comprehensive management, maintenance, modernization and resident services for more than 3,500 Public Housing and other subsidized units located at

approximately 60 sites throughout the city and county of Sacramento. Responsible for administration and operation of Section 8 Program with over 8000 certificates and vouchers. Provided direction for activities of approximately 200 permanent and temporary staff. Responsible for fiscal oversight, setting and meeting department goals and serving as liaison between SHRA and outside government, community based and private organizations. *July 1998 to October 2000.*

- **Assistant Director of Housing - SHRA, Sacramento, CA.** Assisted Director of Housing Authority in overall administration and operation of Housing Authority activities. Directly responsible for comprehensive management and resident services for more than 3,500 Public Housing units and the administration and operation of the Section 8 program for the city and county of Sacramento. Provided direction for activities of over 80 permanent and temporary staff. Responsible for fiscal oversight, setting and meeting department goals and serving as liaison between SHRA and outside government, community based and private organizations. *August 1997 to July 1998.*
- **Area Manager - Community Development Commission/Housing Authority County of Los Angeles (CDC), County of Los Angeles, CA.** In the Housing Management Division, ensured effective management and maintenance operations of over 1,800 public housing and federally subsidized family and senior units located throughout South Los Angeles County. Selected, trained, managed and evaluated staff of over seventy-five (75) regular, contract and temporary employees. Developed and monitored area budget. Developed program and employee performance standards. Evaluated public housing program effectiveness. Analyzed Federal housing policies and regulations. Implemented quality controls to ensure the provision of decent, safe and sanitary housing. Researched, evaluated and implemented human services in the housing developments. Served as liaison to community and resident organizations and groups. *August 1994 to August 1997.*
- **Principal Administrative Analyst - CDC, County of Los Angeles, CA.** Planned, assigned and supervised the Administrative, Control, Special Programs, Section 8 Emergency Earthquake Assistance and Family Self Sufficiency Units of the Assisted Housing Division. Coordinated program related training for Division. Provided oversight for the Division's budget and automation process. Monitored the Division's production and quality control process. Provided oversight for the Section 8 policy and procedure process which affected the various housing programs administered by the Division. Performed other related duties. *April 1993 to August 1994.*
- **Administrative Specialist - Housing Authority of the City of Los Angeles (HACLA), Los Angeles, CA.** Assisted in management, administration and operation of Section 8 field office. Supervised and trained staff in the maintenance of 2,000 - 4,000 Section 8 certificate and voucher contracts. Researched, interpreted and implemented Section 8 policy and procedure. *December 1988 to April 1993.*
- **Section 8 Advisor - HACLA, Los Angeles, CA.** Managed caseload of over 300 Section 8 certificate contracts. Processed annual reviews of tenant eligibility and owner rent increases. Processed tenant requests to move and scheduled inspections. Negotiated and executed contracts for new units. *October 1987 to December 1988.*
- **Tenant Relations Assistant - HACLA, Los Angeles, CA.** Unit manager for over 300 conventional housing units in Nickerson Gardens housing development. Processed rent collections and followed-up on delinquent rents. Initiated legal proceedings and represented agency in court. Granted rent extensions and partial payments. Supervised office staff in absence of development managers. *August 1986 to October 1987.*

EDUCATION:

**Bachelor of Arts Degree, English, Northeast Louisiana University (Renamed University of Louisiana – Monroe), Monroe, LA. August 1980.**

REFERENCES PROVIDED UPON REQUEST