

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

PERSONNEL COMMITTEE SPECIAL MEETING

Special Meeting Date/Time: November 17, 2025 at 8:00 a.m.

Meeting Location: HACA Board Room, 22941 Atherton Street Hayward, CA 94541

Remote Participation Link: <https://us02web.zoom.us/j/88460095724>

MEETING AGENDA

- Item No. 1.:** Call to Order and Roll Call
- Item No. 2.:** Approval of the Minutes of October 2, 2025 Personnel Committee Special Meeting
- Item No. 3.:** Public Comment
On matters not on the agenda
- Item No. 4.:** New Business
- Item No.4-1.:** Report on Management Compensation Analysis (Information Only)
- Item No. 5.:** Adjournment

As a courtesy, and technology permitting, members of the public may continue to participate virtually by Zoom. However, HACA does not guarantee that the public's access to teleconferencing or videoconferencing technology will be uninterrupted, and technical difficulties may occur from time to time. Should Zoom not be available, or become non-functioning, or should the Personnel Committee otherwise encounter technical difficulties that make Zoom unavailable, the Personnel Committee will proceed with business in person unless otherwise prohibited by law.

In-person attendees who wish to speak on a matter should request a speaker slip from the Housing Commission Clerk, fill it out and return it to the clerk before the start of the meeting. Remote attendees should submit their written comment(s) to: melissat@haca.net. If emailing a written comment on a specific agenda item, please include your full name and the agenda item number. In-person and remote attendees who wish to comment on a matter NOT on the Housing Commission's agenda must wait until the Chairperson calls for PUBLIC COMMENT. Comments on specific agenda items will not take place until the Chairperson calls for public comments on that agenda item. There is a time limit of 3 minutes for each public speaker. The Chairperson has the discretion to further limit this time if warranted by the number of public speakers. The Brown Act restricts the Housing Commission from discussing and/or acting on any matters that are not on the meeting agenda. Therefore, matters not on the agenda that are raised during public comment will be referred to staff.

PERSONNEL COMMITTEE
MEETING MINUTES
October 2, 2025

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

PERSONNEL COMMITTEE SUMMARY ACTION MINUTES

Special Meeting Date/Time: October 2, 2025 at 9:00 a.m.

Meeting Location: HACA Board Room, 22941 Atherton Street Hayward, CA 94541-6633

Remote Participation Link: <https://us02web.zoom.us/j/88460095724>

MEETING AGENDA

Item No. 1: Call to Order and Roll Call

Call to Order

Chairperson Ballew called the Personnel Committee's Special meeting of October 2, 2025 to order at 9:00 a.m.

Chairperson Ballew announced that Commissioner Daniel Goldstein, the Housing Commission's Chairperson would be attending the Personnel Committee meeting. He also thanked the members of the Personnel Committee for taking time out of their busy schedules to attend the meeting.

Roll Call

Commissioners present in the HACA Board Room:

Commissioner Pete Ballew (Chairperson)

Commissioner Mark Gerry

Commissioner Daniel Goldstein (Housing Commission Chairperson)

Commissioner Scott Sakakihara (Vice Chairperson)

Commissioner Yang Shao

Commissioners who were excused:

Commissioner Angela Finley

Item No. 2: Approval of the Minutes of the Personnel Committee's Special Meeting of August 13, 2025

Report received with no questions or comments from the Personnel Committee.

Recommendation:

Approve the minutes of the August 13, 2025 Personnel Committee Special meeting as presented.

Motion/Second:

Commissioner Shao (motion) and Commissioner Gerry (second).

Upon a roll call of votes being taken, the votes were:

Ayes: Commissioners Ballew, Gerry, Sakakihara, and Shao.

Motion passed. **Approved as recommended.**

Item No. 3: Public Comment - *On matters not on the agenda.*

None.

Item No.4: Closed Session: Public Employee Evaluation: Executive Director

Pursuant to Government Code § 54957

The Personnel Committee entered into a closed session at 9:02 a.m. and returned to open session at 9:15 a.m. Chairperson Ballew reported that there were no reportable actions taken in the closed session and that direction was given to staff.

Item No.5.: Adjournment

There being no further business to discuss, Chairperson Ballew adjourned the meeting at 9:17 a.m.

Respectfully submitted,

Melissa Taesali

Executive Assistant/Housing Commission Clerk

NEW BUSINESS
November 17, 2025

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

PERSONNEL COMMITTEE AGENDA STATEMENT

Meeting Date: November 17, 2025

PC Agenda Item No.4-1: Report on Management Compensation Analysis (Information Only)

Exhibits Attached: None

Recommendation: Receive report

DISCUSSION

In October 2025, the Housing Commission directed staff to conduct a comprehensive management compensation analysis, including a benchmarking analysis and an analysis of methodologies for cost-of-living adjustments.

Following a competitive solicitation process, HACA selected CBIZ Benefits & Insurance Services, Inc. (CBIZ) to perform the analysis. CBIZ initiated the analysis in May 2025, and it was completed in October 2025.

At this meeting, representatives from CBIZ will present the findings from their analysis and address any questions from the Personnel Committee.