1. **ROLL CALL**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Operation****Committee Members** | Jacqueline Mills, Chair | Catina Abercrombie | ErickaReyes | Terril Bates |
|  |  |  |  |

1. **APPROVAL OF MINUTES**
	1. November 28th, 2023 – Operations Committee Meeting

1. **PUBLIC COMMENT**
2. **DISCUSSION/ NEW BUSINESS / ACTION ITEMS**
3. MTW Committee Discussion
4. MTW Update
5. Possible MTW Workshop
6. Staff Work Schedules
7. Housing Navigator (Job Description for Greenville Homeless Alliance)
8. **DEPARTMENT UPDATES**

**Asset Management | Lois Bishop**

* 1. Reports of Maintenance Time
	2. Leasing
	3. Property Milestones

**Information Technology & Security | Ellis Tolbert**

1. Information Technology & Security

**Human Resources & Administrative Services | Sharron Champion**

1. Paid Time Off (PTO)
2. Employment Positions Vacant/Filled
3. Employee Assistance Program (EAP)

**Housing Choice Voucher (HCV) | Terril Bates, CEO**

1. Annual Recertification Standards
2. Draft Resolution 2024-01-Amendments to HCV Administrative Plan
3. Vacancy/Damage HAP
4. **EXECUTIVE SESSION**
	1. **Section 30-4-70 (a)(1)** - Discussion of Personnel Matter
	2. **Section 30-4-70 (a)(2)** - Legal Advice re. Pending Lawsuit

***Note: Action may be taken by the TGHA Board of Commissioners following the Executive Session.***

1. **ANNOUNCEMENTS**
	1. **Operations Meeting |** TBA **|** 122 Edinburgh Court, Greenville SC, 29607 / Zoom Meeting
2. **ADJOURNMENT**