



INNOVATIVE SOLUTIONS & DEVELOPMENT, Ltd.

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Richard E. Wankel, CEO

RichWankel@isd4help.com

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I have more than 12 years experience in Public Housing management covering all aspects of HUD technical requirements, HA operations and HUD related matters.

In addition to my extensive experience in the Public/Subsidized Housing field, I am also an attorney admitted to the NY and District of Columbia Bars.

Since June of 2002, I have been the Executive Director of the Huntington Housing Authority, a previously designated "troubled" agency. During my tenure, the agency's fiscal and management operations have not only improved, but have realized an extraordinary result and a complete revitalization. The improvements have been possible, in part, by revising, implementing and enforcing policies for P.H. administration and by carefully scrutinizing the financial management policies and procedures.

The attached qualifications and resume will reveal that a mixture of consulting and employment with various housing agencies that lends to my experiences.

ISD is fully prepared to devote the necessary *expertise, time and skills* to your project.

Thank you for your time and considerations.

Sincerely,

Richard E. Wankel, Esq.
CEO

SUMMARY

Company.

ISD is a NY Corporation formed in January of 2002. The principals are Richard Wankel, President & CEO and Hope Wankel, Vice President, each of them owning an equal 50% share of the company. Based in St. James N.Y., ISD is dedicated to providing hands on management and technical expertise to allow private or public entities to fulfill their organizational goals.

ISD uses a blend of knowledge, experience and dedication to provide customary and innovative

Innovative Solutions & Development, Ltd.

business management principles in order to provide solutions leading to successful and prosperous development for every client.

CEO

Richard E. Wankel holds a degree in Business Administration/Management from Dowling College, a Juris Doctor degree from Touro Law school and is a licensed attorney in New York and the District of Columbia. Richard's Public Housing management experience began in 1993 with the Islip H.A. Over the course of eight years, Richard held several management positions within the I.H.A. including Asst. to the Directors & Informal Hearing Officer. Richard served as Deputy Director of the White Plains H.A. (712 Public Housing units) before being recruited by the Huntington Housing Authority to serve as Executive Director, a position he has held since June 2002(80 units of P.H. and 525 units of Section 8). Richard has performed extensive management consultation services for the Islip HA, including the annual Agency Plan, Administrative Policies and the creation and maintenance of the IHA web site.

As of 11/1/05, Richard has been retained as legal counsel for the Town of Southampton Housing Authority.

Richard utilizes his combination of education, *hands on experience* and continued employment in the subsidized housing industry to insure that new regulations are implemented, existing regulations are adhered to and that HUD reporting requirements are satisfied.

Hope Wankel, Vice President Hope holds a BS degree from CW Post University. Hope is currently the Managing Paralegal for the NYC Corporate Department of Loeb & Loeb, LLP, a nationally recognized Law Firm.

Hope provides corporate support services for ISD. Hope will provide assistance and administrative support to Richard as part of any project, however, Richard will provide all of the services required under this proposal.

Scope of Services-Knowledge, Experience & Understanding

The following shall summarize and demonstrate that Richard has an in depth understanding and provides just a smattering of the accomplishments Richard has been directly responsible for.

EXPERIENCE

Huntington Housing Authority, Huntington Station, N.Y. (600 units of Subsidized Housing)
Executive Director , Flexible 3 day schedule **June 20, 2002- Present**

Position reports only to the Board of Commissioners. Responsible for all operations and administration of the subsidized rental housing administered by the agency. Responsibilities include all aspects of the prior two positions listed below and see the job description annexed.

In addition to normal operations and policy formulation and implementation, notable accomplishments attributable to Richard or under his direction during the tenure with the Huntington H.A. include in part:

- Trains all employees with regard to the agency operations, software use and programs administration.
- Assumed a severely troubled status agency, 44 PHAS score and 48 SEMAP score. Improved PHAS to 82 FYE 2004, and *near HIGH Performer* SEMAP to 89 FYE 2004. Agency was required to enter into an MOA due to substandard financial score of “zero” when Richard joined the HA, audited financial score FYE 2005 will be 21 due to Richard’s diligent and sound financial practices.
- Agency operations required “top to bottom” programs, employment, management and statutory operations policy review, formulation, recommendation and implementation. Implemented new PH and S8 policies to improve and maintain accountability of participants, staff and the overall administration of the programs.
- Recruited and hired a CPA as in house Comptroller, hired former Exec. Dir. as Dep. Dir.
- Applied for and received NYS Records Administration Grant.
- Utilized unexpended Capital Funds to Balance the budget *and* to complete priority capital repairs.
- Increased PH occupancy from 82% to 100% and annual rental income from 151,000 to 186,000. Established \$71,000 reserve as of 2/28/05 v. “0” in June of 2002.
- Increased S8 utilization by 35% from 352 to 485 units and annual income from 285,000 to 421,000 FYE 2003. Established S8 Admin fees reserve of 151,000 FYE 2004 from “0” in June of 2002.
- Scheduled and completed three years of audits dating back to 1999 and each subsequent audit resulting in an unqualified opinion FYE 2003 and “zero” findings in FYE 2004.
- Completed new 40 unit Mixed use PH Development.
- Reduced HA Operating expenses by 30% and generated a profit for the first time in nine years in PH and continued three year profit trend in S8 FYE 2004 despite *continued* HUD subsidy and administrative fee reductions.
- Secured 72,000 additional dollars from HUD, despite HUD Central in D.C. denying the appeal and transferred 13 additional families to another housing agency preventing 45 families from losing their Section 8 housing subsidy.
- Independent Management Audit of HA operations commissioned by HUD in January 2005, due to prior HHA Commissioner fraud, resulted in minimal insignificant recommendations and quantified the HA’s dedication to insuring that the HUD technical requirements of operations are adhered to.
- Improved the HUD PH inspection score to 92 out of 100 FYE 2004 compared to 52 FYE 2001.
- Eradicated PH units of six known tenants involved in drug related or criminal activity.
- Improved Rent Collections from 56,000 (33%) uncollected, to less than 5% uncollected as of 2/28/05.
- Participated in community committees dedicated to the improvement of the community as a whole.
- Established working relationship with local law enforcement to better serve the residents of the Gateway Development.
- Participated in the Citizens Police Academy.
- Drafted employment policies with HA counsel.
- Drafted No trespassing policies in furtherance of HA drug elimination goals.

-Improved curb appeal of distressed appearance Public Housing.

- Analyzed all computer software and hardware systems. Purchased and implemented new network file server, computer workstations and rent receipt generation system.

- Prepared request for proposal for new housing management database system, advertised and received bids, reviewed and selected a new vendor, organized and assisted in installation of new system and provides training to all staff members during transition from prior software.

Millennium Hills Housing Development Fund Corporation, Huntington Station, N.Y.

Treasurer

July 2003- Present.

-Board responsible for the implementation and completion of 84 units mixed finance/use affordable housing development from start to finish. (44 first time home buyer units and 40 Public Housing units)

-Drafted award application and received an Award of Merit from NAHRO for the Millennium Hills Development.

-Presentation/Speaker at the NAHRO Summer 2004 National Conference, topic: Mixed finance/use affordable housing.

-Board representative MH Home Owners Association

-A Vice President in Millennium Hills Home Owners Association

White Plains Housing Authority, White Plains, N.Y. (712 Public Housing Units)

Titles Held; Deputy Director,

Informal Hearing Officer, Freedom of Information Officer

September 2001-June 2002

This position requires all of the aspects as detailed under the Town of Islip H.A. below. Direct responsibility for all aspects of administration, financial requirements, investments, accounting, policy formulation and computer technology management. Relevant Section 8 experience can be found below under the Town of Islip.

In addition to normal operations and policy formulation and implementation, some accomplishments during tenure with White Plains include in part:

-Trained all employees with regard to the agency operations, software use and programs administration

- Analyzed and reallocated H.A. reserves into secure high rate of return investments as compared to market conditions.

- Analysis and preparation of the Annual Agency Plan including requisite tenant advisory council involvement, meetings and public sessions.

- Analyzed and revamped annual recertification process and verification methods resulting in a 100% increase in the monthly rent roll or tenant portion of rental payments as compared to a prior year increase (\$12,000 v. \$6,000 monthly increase)

- Revised waiting list procedures regarding application and applicant inquiries.

- Lease enforcement practices and procedures reviewed and revised in accordance with applicable grievance procedure regulations.

- Analyzed all computer software and hardware systems. Purchased and implemented new network file server, computer workstations and rent receipt generation system.

- Prepared request for proposal for new housing management database system, advertised and received bids, reviewed and selected a new vendor, organized and assisted in installation of new system and currently provide training to all staff members during transition from prior software.

LEGAL EXPERIENCE/INTERNSHIPS

Richard E. Wankel, P.C., Sole Proprietor,

- Licensed Attorney admitted to the NYS Bar September 2003 practicing P/T as a sole practitioner.
- Admitted to the practice of Law, Washington D.C Bar, November 2004
- Legal Counsel, Town of Southampton Housing Authority. 11/2005
- Elder Law Clinic, Touro Law Center, Huntington, N.Y. September -December 2000 (12 hrs. Wk.)
- Law Office of Jack Stuart Beige, Esq., Bohemia, N.Y. June -August 2000 P/T

PROFESSIONAL LICENSES

- Real Estate Broker, NY
- Notary Public, NY

PROFESSIONAL ORGANIZATIONS

- The Bar Associations of NY, Suffolk (Solo, Elder, Real Estate & Ethics Committees), NYC, District of Columbia.
- Association of Long Island Housing Agencies (ALIHA), 22 member agencies from Nassau/Suffolk.
Served as President three times and V. Pres. One time
- National Association of Housing and Redevelopment Officials (NAHRO) member
- Public Housing Authority Directors Association member

EDUCATION

- Touro Law School-J.D. May 2002, Juris Doctor Degree.
- Pace University Law School-September 2001-May 2002
- Dowling College, B.B.A., Business Administration/Management, May 1998, Cum Laude, GPA-3.71.
- Suffolk County Community College, A.A.S., 1994.

OTHER WORK EXPERIENCE

Town of Islip Housing Authority, Oakdale, N.Y. (1000 Section 8 units & 352 Public Housing units)

Management Position, Titles Held;

Assistant Director, Public Housing Manager (since 94)

Informal Hearing Officer.

March 1993-August 2001

Operated under the supervision of the Executive and Deputy Directors with progressively more responsibilities in housing development, administration, finance, policy formulation and employee management at a supervisory level. This position required analytical ability to organizational direction and policy decisions within the agency and according to local Housing Authority management and policy direction.

Responsible for organizational input of annual strategic planning processes for agency goals, objectives and the annual budget. Ensure that control mechanisms developed in conjunction with management objectives are effectively implemented and adhered to by agency personnel. Develop and assign job duties to units and staff members. Responsible for individual and departmental accountability for all subordinates in terms of goal accomplishments established by management. Monitor expenditures and ensure that they are in accordance with planning requirements, schedules and management objectives. Share responsibility for performance and budget outcomes and final results to meet assigned goals and objectives. Responsible for the quality, quantity, timeliness and manner in which the departments' operations are performed by staff.

Participated in planning and development of 26 Public Housing units in a mixed use, mixed finance first time home buyer development.

Responsible for setting policies for, and assurance of compliance with, fair market rent determinations, analysis of Section 8 lease up percentages and strategy formulation in order to maintain full utilization rates. Financial handling procedures regarding internal and external expenditures and reserve funds investment. The preparation of applications and supporting documentation in response to Notices of Funding Availability and Requests for Proposals published by HUD and/or other funding sources. Establish policies and supervise all elements of adherence to established policies regarding; the application process of admission, annual recertification processes, F.S.S program, Section 8 Housing Quality Standards inspections, annual Public Housing inspections, information verification, maintenance procedures and preventive maintenance, employee record keeping, financial investments, accounts receivable, accounts payable, fixed assets, work orders and ensure that all department policies are in fact being held in compliance with the One & Five Year Agency Plans. Responsible for procurement in accordance with established procurement policies. Insure that all HUD auditing and equal opportunity guidelines are followed in order to maintain agency high performer status.

Thorough knowledge of federal regulations and application thereof, pertaining to admissions, continued occupancy and HUD regulations governing the agency operations and housing programs. Thorough knowledge of interviewing principles and techniques with skill in eliciting information quickly and easily and in giving information clearly and concisely. Knowledge of public relations techniques used in dealing with the general public, as well as various social and governmental agencies. Ability to effectively act as liaison between

governmental entities, landlords, affiliated organizations and other ancillary groups or individuals.

Proven ability to effectively manage and supervise a unionized administrative and maintenance staff involved in technical and standard departmental operations. Responsible for evaluating monthly staff performance and the hiring of temporary staff as required. Ability to communicate effectively, both orally and in writing. Ability to maintain professional working relationships with real estate brokers, property owners and their representatives, federal and municipal government officials, PHA associates, attorneys and the general public. Knowledge and experience with public and private sector interest groups and the need to address concerns, exchange information and promoting understanding of PHA initiatives and activities.

Responsible for continual staff training in all areas of HA operations, HUD regulations and on the functions and use of computer software and hardware. Agency Coordinator and submitted all electronic computer submissions to HUD, REAC, MTCS, TRACS, SEMAP, PHAS, etc. Procure and maintain office equipment and supplies through coordination with private contractors and suppliers.

Maintained, revised and drafted H.A. policies and procedures such as, S8 & PH occupancy policies, marketing plan, Equal Opportunity, Agency Plan, Disposition, Investment etc. Prepare and establish agency forms, information packets and other administrative materials.

Knowledge and experience with Public Housing modernization, Capital Funds, Comprehensive Grant Funds, development and strategic alliances with other agencies.

Drafted, submitted and received a six million dollar Public Housing development grant supporting 50 units. Received a \$20,000 record's retention organization grant. Implemented and supervised installation of new computer network and software. Supervised and developed and approved final submission of the Agency and Administrative plans in cooperation with hired consultants.

Designated Hearing Officer responsible for deciding matters related to continued occupancy and/or program violations. Assist in analysis and implementation of lease requirements, RFP's and contractor supervision. Assist agency counsel with agency regulations and discussion of agency legal responsibilities concerning management and program administration. Freedom of Information Officer.

TECHNOLOGY SKILLS

Computer proficiency and literacy in any environment. Experience in analyzing, recommending and implementing hardware and software applications to streamline and maximize efficiencies of managerial operations. Extensive experience in all aspects of HUD electronic reporting requirements and funding transfers. Experience and ability to perform research, including, but not limited to, legal applications and housing related matters. Comfortable learning any new applications and implementation of new technologies. Experience with providing analysis and implementation of technologies to improve and economize administrative/management functions.

Ability to maintain and provide staff training and assistance with common business programs and functions thereof, such as e-mail, word processing, spreadsheets, document scanning, graphics presentations, software

installations, etc.

The scope of services currently being performed for the Islip HA are as follows; (approx 14 hours per month)

A. Policy and Procedures analysis, review and recommendations in accordance with applicable regulatory requirements.

-Has reviewed applicable regulations, prepared and revised S8 & PH (as applicable) for the Islip HA, White Plains H.A. & Huntington H.A.

B. Preparation of responses to HUD reviews (CGP/CFP & Management), IPA Audits and general correspondence.

-Extensive experience with the Islip HA, White Plains H.A. & Huntington H.A.

C. Technical advice concerning HUD regulations, interpretation or as necessary (not legal advice).

-Extensive experience with the Islip HA, White Plains H.A. & Huntington H.A. Enhanced ability to research and interpret laws and regulations garnered through law school

D. Assist the HA in preparing timely scheduled reports or other HUD documentation required for submission, as needed.

-Extensive experience with the Islip HA, White Plains H.A. & Huntington H.A.

E. Technical assistance with all aspects of PIC, REAC, PHAS, SEMAP, LOCCS or other HUD required electronic submissions.

-Extensive experience with the Islip HA, White Plains H.A. & Huntington H.A.

F. Staff training regarding implementation of new regulations as may be established by HUD.

-Extensive experience with the Islip HA, White Plains H.A. & Huntington H.A.

H. Act as a liaison between the HA and the Fee Accountant, as requested by HA, to insure timely reporting to the Executive Director as needed for the HA Board & HUD.

-Extensive experience with the Islip HA, White Plains H.A. & Huntington H.A.

I. General technical or administrative assistance regarding PHA management, such as, letter drafting, forms creation etc.

-Extensive experience with the Islip HA, White Plains H.A. & Huntington H.A.

J. Provide assistance with preparation of computer generated reports, housing software and other applications used by the HA staff in administering housing programs.

-Extensive experience with the Islip HA, White Plains H.A. & Huntington H.A. Extensive experience with the Lindsey software program. Responsible for selection, implementation and maintenance for the Islip HA, White Plains H.A. & Huntington H.A.

K. Provide quality control inspections as required by HUD for the Section 8 program.

-Served as Section 8 Inspector for one year while with Islip HA reviewing each property after the firing of the Islip HA inspector. Trained current HA Inspector/Management employee, William Malinowski.

L. Act as Informal hearing officer, when needed.

-Extensive experience with the Islip HA & White Plains H.A.

M. Grant writing.

Drafted and received one \$6 Million Public Housing Development Grant and two Records Management Grant while with Islip HA and one with Huntington HA. Worked on and implemented the provisions of all grants subsequent to award.

2. CGP/CFP Administration (Hours as needed, in addition to Management Hours)

A. Develop an overall plan in consultation with the HA and time table for implementation of approved modernization programs, including physical and Management improvements.

-Extensive experience with the Huntington H.A. Consulted and participated while with Islip HA. Actively participated with the Modernization Coordinator activities while with White Plains HA.

B. Coordinate the requisitions for funds on a timely basis, keeping a detailed record on all CGP financial activities.

-Extensive experience with the Huntington H.A. Consulted and participated while with Islip HA. Actively participated with the Modernization Coordinator activities while with White Plains HA.

C. Establish administrative controls over key incoming and outgoing documents and Housing Authority activities related to the CGP.

-Extensive experience with the Huntington H.A. Consulted and participated while with Islip HA. Actively participated with the Modernization Coordinator activities while with White Plains HA. Also solicited costs as required by procurement policies, performed employee interviews for Davis-Bacon wage compliance, drafted RFP's associated with grant activities.

D. Assist the LOCCS Coordinator in preparing reference material so that the LOCCS authorized draw-down person can easily and accurately make needed draw-downs and program updates (i.e., monthly reports on obligations and expenditures).

-Extensive experience with the Huntington H.A. (LOCCS Coordinator) Consulted and participated while with Islip HA. Actively participated with the Modernization Coordinator activities while with White Plains HA.

E. Prepare all needed Semi-Annual Reports, and any other HUD required documents related to CGP, such as Annual Budget, close out documents etc.

-Extensive experience with the Huntington H.A. Consulted and participated while with Islip HA. Actively participated with the Modernization Coordinator activities while with White Plains HA.

3. Planning, Development & Submission of Annual PHA Plan and Admissions and Continued Occupancy Plan

A. Plan, develop, coordinate, attend meetings, etc., prepare and submit the annual Agency Plan, and the Admissions and Continued Occupancy Plan, in conformance with HUD regulations. Includes all aspects of the plans.

-Extensive experience with the Islip, White Plains & Huntington H.A. Consulted and participated

while with Islip HA taking the lead role in coordination of the agencies first Five Year and subsequent annual plans. Planned, developed, coordinated all aspects of the FYE 2002 & 03 White Plains HA Agency Plan.

4. Web page maintenance

A. Provide updates to information on the HA web page, i.e. waiting list notices, newsletters, web links, staff changes, information changes, etc. E-mail maintenance. (entire site design changes would not be included)
-Designed and implemented IHA web site. Currently perform these functions for the IHA.
Created HHA web site and the Assoc. Of LI HA's web site. Currently perform these update and maintenance functions for each.

Ability to perform services in a timely manner

Richard is available to provide in person services through travel, by e-mail or cell phone. In addition, Richard has the ability to access the computer systems remotely in order to effectively provide assistance even when immediate response in person is not available.

List of Housing Related References- Contacts etc.

Mirza Negron-Morales, Director, HUD Region II, NYC. 212-542-7600

William Spencer, Chairman, Huntington HA. 631-235-6261

Robert Fonti, Treasurer, Huntington HA 631-974-2577

Paul Levitt, Esq., HHA Counsel, 631-777-1700

Richard Albanese, Executive Director, Islip HA 631-589-7186

John Cruikshank, CPA, specializes in HA's (not Huntington's CPA) 914-681-1777
(Additional can be provided if necessary.)

Certification Statement

Neither Richard Wankel nor the company itself or any officers, directors employees or otherwise of Innovative Solutions & Development, Ltd. have been or are currently disbarred, suspended, involved in any litigation and/or arbitration actions within the last three years and prior arising from the firms provision of training or technical

assistance or otherwise prohibited from working on federal projects.

Richard Wankel and any officers, directors employees or otherwise of Innovative Solutions & Development, Ltd. shall comply with all government regulations regarding nondiscriminatory employment practices.

Appendix

As Executive Director of the Huntington HA, Richard is directly responsible for the following;

BASIC FUNCTION

Serves as Chief Executive Officer. Recommends and participates in the formation of new policies and makes decisions within existing policies as they have been approved by the Board of Commissioners. Plans, organizes, directs and coordinates the staff, programs and activities of the Authority to assure that objectives are attained and plans fulfilled. Maintains effective internal and external relationships through management and leadership; achieves economical, productive performance; forward-looking programming and constructive growth of the Authority.

DUTIES, RESPONSIBILITIES AND AUTHORITY

Within the limits of the by-laws and policies, the Executive Director is responsible for and has commensurate authority to accomplish the following duties:

1. See that the Board of Commissioners is kept fully informed on the conditions and operations of the Town of Huntington Housing Authority, and on all factors influencing them. Coordinates and attends all meetings of the Board of Commissioners. Prepares agendas for meetings.
2. Plans, formulates and recommends for the approval of the Board of Commissioners, basic policies and programs which will further the objectives of the Authority.
3. Executes all decisions of the Board of Commissioners.
4. Develops for the purpose of day-to-day administration, specific policies, procedures and programs to implement the general policies established by the Board of Commissioners.
5. Directs and coordinates all approved programs, projects and activities of the staff.
6. Recruits, hires, indoctrinates, trains and motivates Authority staff personnel. Makes all staff promotions and terminations.
7. Obtains maximum utilization of staff by clearly defining their duties and establishing performance standards. Conducts performance and salary reviews. Makes recommendations for increases and promotions to the Board of Commissioners.

8. Provides the necessary liaison and staff support to all Board committees thereby enabling them to properly perform their functions.
9. Executes such correspondence, contracts and commitments as may be authorized by the Board of Commissioners or established policies.
10. Promotes community interest in the activities of the Authority, and, when appropriate, reports activities of the Board and the Authority through the media.
11. Maintains effective relationships with other organizations, both public and private.
12. Develops, recommends, and upon approval, operates within an annual budget, and ensures that all funds, physical assets, and other property of the Authority are appropriately safeguarded and administered.
13. Plans, coordinates, and conducts a public information program to build public acceptance and support of the work of the Authority, except at times when it is appropriate for a Commissioner to assume that role. Good judgment shall prevail.
14. Performs a secretarial function for the Authority, by maintaining official minutes of the Board of Commissioners and other official meetings of the Authority. Provides security for all files, legal and historic documents, etc.
15. Is responsible for the planning, promotion and administration of all official meetings of the Authority.
16. Plans and executes all communications to the general public which may include an annual report, newsletters, general mailings, news releases, etc.
17. Carries out such other general responsibilities as may be delegated by the Board of Commissioners.

RELATIONSHIPS

- A. Is responsible to the Board of Commissioners for the administration of the Authority's office (s) and real properties.
- B. Attends meetings of the Board of Commissioners and committees of the Board ex-officio, without the right to vote.
- C. Serves as staff liaison to all committees and special development projects, and also serves as conduit between these functions and the Board.
- D. Maintains personal contact with tenants to the greatest degree possible. Responds to tenant inquiries and concerns.

- E. Maintains such relationships with other organizations, associations, industry, various levels of government, public service organizations, and vendors as are desirable or necessary in the best interests of the Authority, and in conformity with the overall objectives and policies of the Authority.
- F. Establishes such relationships as the Board of Commissioners may specify or as he/she may deem advisable in the in the best interests of the Authority, but in conformity with established policy.
- G. Holds governmental relations responsibilities and provides liaison with these groups. Acts as the official lobbyist of the Authority.
- H. The Executive Director should keep abreast of changes in codes, trends, development and building techniques, products, sources of finance, changes in applicable governmental rules and regulations affecting public housing, and communicate same to the Board from time to time.
- I. Within the established policy of the Authority, and time constraints not withstanding, the Executive Director should continue to enhance himself/herself educationally by attending conferences, seminars, local, state and national meetings that have a relevancy to the Authority.
- J. Maintains active membership in professional organizations and area associations that have a relevancy to the Authority.
- K. The hiring, performance evaluation and dismissal of the Executive Director is at the direction of the Board of Commissioners.