



**RESOLUTION NO. 23-32**

**RESOLUTION APPOINTING MELISSA QUIJANO EXECUTIVE DIRECTOR,  
SECRETARY, AND CHIEF EXECUTIVE OFFICER  
OF HARRIS COUNTY HOUSING AUTHORITY**

**WHEREAS**, since July 22, 2022, Melissa Quijano has served as Acting Executive Director and Acting Secretary of Harris County Housing Authority (HCHA); and

**WHEREAS**, the Board of Commissioners of HCHA has considered Ms. Quijano's performance and service to HCHA for almost exactly one year as Acting Executive Director and Acting Secretary, and in accordance with the Bylaws of HCHA, Board of Commissioners of HCHA has this date elected and appointed Ms. Quijano to serve as Executive Director and Secretary; and

**WHEREAS**, the Executive Director of HCHA is the Chief Executive Officer of HCHA and those terms are understood and used by HCHA interchangeably, so that in serving as Executive Director, Ms. Quijano will also hold the title of Chief Executive Officer; and

**WHEREAS**, the compensation to be paid and other the terms of employment have been offered to Ms. Quijano this date and, if accepted, will be effective as of this date; however, if the terms of her employment require further negotiation, those terms will be as later agreed with the understanding and agreement that any later agreed upon terms, including compensation, will be effective as of and retroactive to this date.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of Harris County Housing Authority that:

1. Melissa Quijano is hereby appointed to serve as Executive Director, Secretary, and Chief Executive Officer of Harris County Housing Authority;
2. If accepted by Melissa Quijano, Chair Gerald Womack is authorized to execute the Contract of Employment offered this date to Melissa Quijano; and
3. If further negotiation of the terms of her employment is required, once agreed upon, those terms will be effective as of the date of this resolution.

**PASSED**, by the Board of Commissioners this 19th day of July 2023.

Chair: \_\_\_\_\_

Gerald Womack