



RESOLUTION NO. 26-01

**RESOLUTION RATIFYING THE MUTUAL AGREEMENT TO TERMINATE
MELISSA QUIJANO'S EMPLOYMENT CONTRACT**

WHEREAS, on or around July 19, 2023, the Harris County Housing Authority ("HCHA") and Ms. Melissa Quijano entered into a contract for employment ("Master Agreement") allowing Ms. Quijano to serve as the Executive Director, Secretary, and Chief Executive Officer of HCHA ("Executive Director") for a term ending on July 18, 2025;

WHEREAS, on or around May 21, 2025, Ms. Quijano submitted to the HCHA Board of Commissioners written notice of her intent to resign from the position of Executive Director;

WHEREAS, to allow for a transition period, HCHA and Ms. Quijano subsequently agreed to extend the term of the Master Agreement until the earlier of January 31, 2026, or the start date of Ms. Quijano's successor as Executive Director;

WHEREAS, on December 17, 2025, HCHA's Board of Commissioners appointed Horace Allison as Interim Executive Director, and Mr. Allison officially assumed this position on or around December 22, 2025;

WHEREAS, the Master Agreement allowed for immediate termination "by mutual agreement of the parties," defined in the Master Agreement as HCHA and Ms. Quijano; and

WHEREAS, on or around January 12, 2026, HCHA Chair Gerald Womack and Ms. Quijano mutually came to a verbal agreement to terminate the Master Agreement effective January 16, 2026, as detailed in the enclosed Letter;

NOW, THEREFORE, BE IT RESOLVED, that the HCHA Board of Commissioners ratifies the mutual agreement to terminate the Master Agreement, effective January 16, 2026, and hereby designates January 16, 2026, as the "time of separation" for purposes of calculating the compensation and benefits that Ms. Quijano is eligible to receive under the Master Agreement.

PASSED, by the HCHA Board of Commissioners on this 28th day of January 2026.

Gerald Womack, Chairman

Horace Allison, Secretary