

## Board Minutes

**PIERCE COUNTY HOUSING AUTHORITY  
BOARD OF COMMISSIONERS REGULAR MEETING  
Wednesday, November 28, 2018, 3:00 p.m.  
BUILDING "B", 603 SOUTH POLK STREET  
TACOMA WA 98444**

### AGENDA

1. ROLL CALL
2. PUBLIC COMMENT – FIVE (5) MINUTES PER SPEAKER
3. CONSIDER A MOTION APPROVING TODAY'S AGENDA
4. CONSIDER A MOTION APPROVING THE MINUTES FOR THE REGULAR BOARD MEETING HELD ON October 31, 2018.
5. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$4,222,480.27 for October 2018.
6. REPORTS
  - a. INTRODUCTION OF STAFF
  - b. EXECUTIVE DIRECTOR
  - c. DEPUTY EXECUTIVE DIRECTOR:
    - i. LOW INCOME PUBLIC HOUSING
    - ii. COMMUNITY SERVICES
    - iii. HOUSING – OCCUPANCY AND LEASING
    - iv. HOUSING – DELINQUENCY AND COMPLIANCE
  - d. SECTION 8
  - e. MAINTENANCE
  - f. FINANCE
  - g. CONTRACTS AND PROCUREMENT
  - h. REPORTS OF COMMITTEES
7. COMMISSIONER'S CORNER
8. CANCELATION OF THE DECEMBER MEETING OF THE BOARD, AS THE REGULAR MEETING IS ON A HOLIDAY.
9. A SPECIAL MEETING OF THE BOARD FOR JANUARY 9 2019 AT 3PM FOR PURPOSES OF APPROVING THE 5 YEAR AND ANNUAL PLAN

### 10. EXECUTIVE SESSION

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act.

Legal purposes include: to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for the executive session and the time when the executive session is expected to conclude.

Under RCW 42.30.110, an executive session may be held for the purpose of receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment or reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions, or actual or potential agency litigation; considering the sale or acquisition of real estate; and/or reviewing professional negotiations.

### 10. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF COMISSIONERS OF THE PIERCE  
COUNTY HOUSING AUTHORITY

November 28, 2018  
603 SOUTH POLK STREET  
TACOMA WA 98445

Location: BUILDING "B"

In attendance: Commissioner Brammall  
Commissioner Smith  
Chairperson Telahun

Also in attendance Ellie Ottey, Deputy Executive Director  
Tamara Meade, Director of Supported Housing Programs  
Rodd Kowalski, Project Administrator  
Victor Lovelace, Maintenance Supervisor  
Cova Campbell, Finance Director

Chairperson Telahun called the meeting to order at 3:00 pm. Roll call was taken

Chairperson Telahun asked if there was any public comment. There was no public comment

Chairperson Telahun asked to review and approve the agenda. Commissioner Brammall so moved.  
Commissioner Smith seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Brammall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ramsay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Telahun	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Telahun asked the Board to consider a motion approving the minutes of the Regular Meeting held on October 31, 2018. Commissioner Smith so moved. Commissioner Brammall seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Brammall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ramsay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Telahun	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Telahun asked the Board to consider a motion ratifying the payment of cash disbursements totaling \$4,222,480.27 for the month of October 2018. Commissioner Brammall so moved. Commissioner Smith seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Brammall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ramsay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Telahun	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Telahun asked if there was any new staff to introduce. There was no new staff to introduce.

Chairperson Telahun asked for the Executive Director’s report. Charlie was not there to give a report. The canceling of the December regular meeting and have a special meeting in January was discussed. Cova let everyone know that budgets must be approved before December 31, 2018. It was decided to vote on the budgets via phone conference. Reports and resolutions would be emailed prior to the phone conference. Ellie will discuss with Charlie what date and time will work in December.

Chairperson Telahun asked for the Deputy Executive Director’s report. Ellie provided a printout and went over it. She stated the printout would be sent electronically to the commissioners that were not able to attend the board meeting in person.

Chairperson Telahun asked for the Section 8 report. Tamara Meade went over her report.

Chairperson Telahun asked for the Maintenance report. Victor Lovelace went over his report.

Chairperson Telahun asked for the Finance Report. Cova went over her report.

Chairperson Telahun asked for the Contracts and Procurement report. Rodd Kowalski went over his report.

Chairperson Telahun asked for reports of committees. There were no reports.

Chairperson Telahun asked for updates in commissioner’s corner. There were no reports.

Chairperson Telahun asked the Board to consider a motion canceling the December regular meeting. Commissioner Smith so moved. Commissioner Brammall seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Brammall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ramsay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Telahun	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Telahun asked the Board to consider a motion to hold a special meeting on January 9, 2019. Commissioner Brammall so moved. Commissioner Smith seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Brammall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ramsay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Telahun	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Executive session was not needed.

Meeting adjourned at 3:37pm.