

Board Minutes

**PIERCE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING**
Wednesday, November 27, 2019, 4:00 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 30, 2019.
5. REPORTS
 - a. INTRODUCTION OF STAFF
 - b. EXECUTIVE DIRECTOR
 - c. DEPUTY EXECUTIVE DIRECTOR
 - d. SECTION 8
 - e. MAINTENANCE
 - f. CONTRACTS AND PROCUREMENT
 - g. REPORTS OF COMMITTEES
6. COMMISSIONER’S CORNER
7. 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 COMMISSIONERS OF THE PIERCE COUNTY HOUSING AUTHORITY

November 27, 2019
603 SOUTH POLK STREET
TACOMA WA 98445

Location: BUILDING “B”

In attendance:

Commissioner Martinez
Commissioner Walton (called in at 4:04 pm)
Chairperson Smith

Also in attendance: Ellie Ottey, Acting Executive Director
 Tamara Meade, Director of Supported Housing Programs
 Mariel Dela Cruz, Accountant

Chairperson Smith called the meeting to order at 4 pm. Roll call was taken

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

Chairperson Smith asked to review and approve the agenda. Part of the reports was done first until there was a quorum. Items requiring a quorum were completed after the maintenance report but before the contracts report. Commissioner Martinez so moved. Commissioner Walton seconded the motion. A voice vote was taken with the following result:

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

Chairperson Smith asked the Board to consider a motion approving the minutes of the regular meeting held on October 30, 2019. Commissioner Martinez so moved. Commissioner Walton seconded the motion. A voice vote was taken with the following result:

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

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

Chairperson Smith asked for the acting Executive Director’s report. The finance department has moved onto the main campus. Sally wanted to know how the HUD visit went. They were here for 2 ½ days. They inquired about RNP and we have calculating it. HUD was connected with Nan McKay to provide information that Nan McKay needed regarding reporting VMS. Sally was invited to the exit interview which she felt gave good information identifying areas that need to be worked on. HUD has been given approval to talk to Nan McKay. Nan McKay will spend two weeks a month in our office starting in January 2020. A notification was put on our Web site stating the waitlist will close December 1. This was a HUD recommendation. There are currently 8,500 applicants on the waitlist.

Chairperson Smith asked for the Section 8 report. Estimated proration for 2020 will be 9.9% if true, Tamara can notify applicants on the waitlist. A continuing resolution will keep the housing authority funded through February.

Chairperson Smith asked for the Maintenance report. Victor Lovelace was not available to go over the report. Ellie Ottey went over the report.

Chairperson Smith asked for the Contracts and Procurement report. No report available. Rodd has closed all 2019 contracts. He is currently working on organizing the warehouse.

Chairperson Smith asked for reports of committees. No report.

Chairperson Smith asked for updates in commissioner's corner. Mark asked how the staff was doing in regards with everything going on the last few months. Morale is good overall.

No executive session needed.

Meeting adjourned at 4:28 pm.