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MINUTES FOR THE JUNE 25TH, 2025, REGULAR MEETING OF THE BOARD OF COMMISSIONERS

DATE: June 25th, 2025 at 3:30 PM

LOCATION: PCHA Main Campus and Hybrid
over ZOOM

IN ATTENDANCE: Chairperson Mark Martinez
Vice Chairperson Narva Walton
Commissioner Stewart*
Commissioner Winship

IN ABSENCE: Commissioner Blaskley

ALSO IN ATTENDANCE: Housing Pierce County
Jim Stretz, Executive Director
Tamara Meade, Deputy Executive Director
Christina McLeod, Director of Operations
Sean McKenna, Director of Project Management
Victor Lovelace, Director of Maintenance
Riley Guerrero, Planning, Policy, and Community Engagement Manager
Ney Calhoun, Human Resources Manager
Joanna Nieto, Controller
Darcy Erwin, Business Development Coordinator
Calin Woods, Maintenance Specialist*

GMP Consultants

Michael Mirra, Senior Consultant
Brenda Gabbitas, Project Manager*

***In Attendance Via Zoom/Phone**

CALL TO ORDER

Chairperson Martinez called the Regular Meeting of the Board of Commissioners to order at 3:33 PM with the presence of a quorum. Commissioner Walton joined at 3:39PM.

AGENDA

Chairperson Martinez entertained a motion to approve the agenda as presented. Commissioner Winship so moved. Commissioner Stewart seconded the motion. Commissioner Martinez asked for any changes to the Agenda. With none proposed, a vocal vote was taken with the following result:





	<i>In Favor</i>	<i>Opposed</i>	<i>Abstain</i>	<i>Absent</i>
<i>Commissioner Blaksley</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Commissioner Stewart</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Commissioner Winship</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Vice Chairperson Walton</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Chairperson Martinez</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The agenda was so approved.

PUBLIC COMMENT

Chairperson Martinez called for public comment. No comment was made. Public comment was thereby closed.

OLD BUSINESS

Chairperson Martinez called for a motion to approve the minutes of the June 4th, 2025, Regular Meeting as presented. Commissioner Stewart so moved. Commissioner Winship seconded the motion.

A vocal vote was taken with the following result:

	<i>In Favor</i>	<i>Opposed</i>	<i>Abstain</i>	<i>Absent</i>
<i>Commissioner Blaksley</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Commissioner Stewart</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Commissioner Winship</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Vice Chairperson Walton</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Chairperson Martinez</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The minutes were so approved.

Chairperson Martinez entertained a motion to approve the cash disbursements for June 2025. Chair entertained the motion to adopt. Commissioner Stewart so moved. Commissioner Winship seconded the motion.

A vocal vote was taken with the following result:

	<i>In Favor</i>	<i>Opposed</i>	<i>Abstain</i>	<i>Absent</i>
<i>Commissioner Blaksley</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Commissioner Stewart</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Commissioner Winship</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Vice Chairperson Walton</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Chairperson Martinez</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The cash disbursements from June 2025 were so approved.

NEW BUSINESS

HPC Staff Introductions

Chairperson Martinez initiated staff introductions. Director Lovelace introduced Maintenance Specialist Calin Woods. Chairperson Martinez then introduced himself and the members of the Board, provided a brief overview of the Board's role, and welcomed Woods on behalf of the Board.





Executive Transition Committee

Chairperson Martinez called the meeting to order for the Executive Transition Committee agenda item and welcomed Senior Consultant Michael Mirra and Project Manager Brenda Gabbittas of GMP Consultants to present to the Board. Mr. Mirra presented the updated schedule for the Executive Director search process, noting that the next stage would involve conducting interviews with individuals both inside and outside HPC to gauge their interest and perspectives. Ms. Gabbittas added that GMP Consultants would need contact information for relevant stakeholders to schedule virtual interviews. She proposed that the Board of Commissioners be interviewed last, allowing members to reflect on feedback gathered throughout the process and share their own insights. Commissioner Winship asked whether GMP Consultants typically receive strong participation from other Housing Authorities during similar searches. Mr. Mirra responded affirmatively, stating that their past work with other Housing Authorities has yielded successful outcomes. Chairperson Martinez asked for clarification on the term “service partners.” Mr. Mirra explained that this refers to community organizations that provide services to Housing Pierce County participants. Commissioner Stewart expressed appreciation for the suggestion that the Board be interviewed last. Chairperson Martinez requested that all communications go through the Board, apart from the coordination of and direct interviews with HPC staff. Mr. Mirra commented that the Executive Director search should serve as a reflective process for the organization. The presentation concluded with no additional questions or comments from Commissioners.

Resolution 1970

Chairperson Martinez called for a motion to approve Resolution 1970: To Amend the Housing Pierce County Section 8 Administrative Plan Chapter 17. Commissioner Stewart so moved. Commissioner Winship seconded the motion. Deputy Executive Director Meade presented Resolution 1970, which establishes a cap on the amount of time a service partner may refer a resident to PCHA-owned Project-Based Units. If an eligible participant is not referred within the specified timeframe, the unit will be removed from the associated Memorandum of Understanding (MOU) and filled with an eligible family from the Project-Based Voucher (PBV) waitlist. Commissioner Martinez inquired whether other Housing Authorities are implementing similar policies. Deputy Executive Director Meade confirmed that this practice is becoming more common due to concerns about vacancy loss.

With no further discussion, a voice vote was taken with the following result:

	<i>In Favor</i>	<i>Opposed</i>	<i>Abstain</i>	<i>Absent</i>
<i>Commissioner Blaksley</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Commissioner Stewart</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Commissioner Winship</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Vice Chairperson Walton</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Chairperson Martinez</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Resolution 1970 was so approved.

EXECUTIVE AND DIRECTOR REPORTS

Director McKenna presented the Project Management Report as written on page 135 of the Board Information Packet. He noted several updates since the report was finalized. An additional unit has closed, bringing the total to 69 units sold and generating over \$25 million in proceeds. A few offers from Habitat for Humanity (HFH) were received and are currently pending. Seven units are under contract, with five scheduled to close in July and two expected to close in August through H4H and REMAX. The overall vacant unit count is trending downward. Director McKenna also commented on the performance





of the contracted security company at the Polk Street Property and urged the Board to begin considering long-term strategies for the property and outlined several categories of opportunity. These included selling the property following an appraisal for potential development or purchase/lease opportunities, developing the site into a multi-family community, or retaining and leasing the property through a partner arrangement. Commissioner Winship asked what the critical mass would be for affordable housing development on the site. Director McKenna responded that 40 to 50 units would be a good initial threshold. A Polk Street Committee was established by the Board to further evaluate options for the site. The committee initial appointees included Director McKenna, Chair Martinez, and Commissioner Narva. Chairperson Martinez concluded the discussion by stating that he does not support giving up land and suggested it may be preferable to demolish vacant buildings rather than sell the property outright.

Deputy Executive Director Meade presented the Executive Report, which included the Supported Housing Division and Family Self-Sufficiency (FSS) Reports as written on page 76, the Two-Year Tool as written on page 77, and the HCV Leasing and Spending Projection as written on page 83 of the Board Information Packet. There were no questions or comments from the Commissioners.

Director McLeod presented the Affordable Housing Division Report on page 84 and the Available Units Schedule as written on page 86 of the Board Information Packet. There were no questions or comments from the Commissioners.

Controller Nieto presented the Finance Report as written on page 87, the Cash Position as written on page 89, and the Financial Statements as written on page 90 of the Board Information Packet. Chairperson Martinez reported that he participated in the Accountability Audit and confirmed that there were no issues, aside from minor policy and procedure recommendations. Deputy Executive Director Meade confirmed that these recommendations are already being addressed and noted that Housing Pierce County contracted with CliftonLarsonAllen (CLA) earlier this year to assist with all identified processes. Controller Nieto added that CLA will begin the IT portion of their work within the next couple of weeks.

Manager Calhoun presented the Human Resources Report as written on page 128 of the Board Information Packet. No questions or comments from Commissioners.

Director Lovelace presented the Maintenance Department Report as written on page 130 of the Board Information Packet. No questions or comments from Commissioners.

Manager Guerrero presented the Policy and Strategy Report as written on page 131 of the Board Information Packet. She reported on her recent meeting with the Pierce County Human Services Coalition and participation in a roundtable discussion with Pierce County Executive Ryan Mello, Director of Human Services Gary Gant, and other members of the Pierce County government apparatus. During the roundtable, an urgent update was shared regarding the status of federal funding to service providers. Manager Guerrero noted that Pierce County had sent a notification indicating potential interruptions to federal funds due to new contract clause requirements stemming from Executive Orders issued by the current administration. Manager Guerrero explained that when the County attempts to draw down federal funds, they are now encountering compliance prompts that include requirements related to Diversity, Equity, and Inclusion (DEI), gender identity policies, and ICE enforcement provisions. These clauses, if accepted, carry both civil and criminal liability. Manager





Guerrero emphasized that the County has warned service providers that funding stoppages may occur on short notice, and that while the full extent is unknown, the potential impact could be significant. Approximately \$200 million in federal funding over the next several years is at stake where most of it was allocated to homeless and needs-based social services that serve vulnerable populations, including those overlapping with Housing Pierce County's own clients. If this results in a partial or full funding loss, the community will experience extraordinary need, compounded by any budget constraints HPC and its partners are already facing. She noted that while contingency planning is encouraged, there is no real substitute for the loss of such a substantial funding source. The conversation also touched on the economic impact of the potential funding disruption, including risks to jobs associated with both the administration and receipt of federal dollars. While public discussion on this matter remains limited, significant instability could result in broad changes across service organizations, which may be felt by HPC. Manager Guerrero concluded that staff will continue to monitor the situation closely and keep the Board informed. The lawsuit may take years to resolve, and enforcement remains uncertain at this early stage. Moving on, Chairperson Martinez inquired about the recent acquisition of Hidden Firs. Manager Guerrero invited Director McLeod and Director Lovelace to provide updates. Director McLeod shared that the transition has been a learning process but is now progressing more smoothly. Director Lovelace reported that the slab replacement project has been completed, and the landscaping improvements are in place. Director McLeod gave a shout-out to Senior Property Manager Ebonique Moore and Maintenance Specialist Nate Orallo for their exceptional efforts. Controller Nieto added that as of this week, the sellers have paid for an issue of note related to the property. There were no additional questions or comments from the Commissioners.

COMMISSIONERS CORNER

Chairperson Martinez called Commissioners' Corner. With no business raised by the Commissioners, Commissioners' Corner was thereby closed.

EXECUTIVE SESSION

Chairperson Martinez called for Executive Session. As no Executive Session was needed, the item was bypassed.

ADJOURNMENT

Having no further business to come before the Board, Chairperson Martinez called for a motion to adjourn the Regular Meeting. Commissioner Stewart so moved. Commissioner Walton seconded the motion. With all in favor and none opposed, the meeting was adjourned at 5:07 PM.

