



# PIERCE COUNTY HOUSING AUTHORITY

603 South Polk Street, Tacoma, WA 98444 | 253-620-5400

## MINUTES FOR THE FEBRUARY 22, 2023 ANNUAL MEETING OF THE BOARD OF COMMISSIONERS

Date: Wednesday, February 22<sup>nd</sup>, 2023

Location: PCHA Building B  
& Hybrid Via Zoom

In Attendance: Commissioner Blaksley\*  
Commissioner Miller\*  
Commissioner Stewart  
Vice Chairperson Narva Walton  
Chairperson Mark Martinez

Also in Attendance: Jim Stretz, Executive Director  
Tina McLeod, Director of Operations  
Sean McKenna, Director of Project Management  
Tamara Meade, Director of Supported Housing  
Tammy Moter, Director of Finance  
Victor Lovelace, Director of Maintenance  
Riley Guerrero, Administrative Coordinator  
Shawna Franklin, Project Specialist – Relocation  
Matthew Mullen, Project Specialist - Relocation  
Catrina Galicz, CPA\*

\*In Attendance Via Zoom

Chairperson Martinez called the meeting to order at 3:32 PM.

Chairperson Martinez asked the Secretary to call the role. All members were present.

Chairperson Martinez asked for a motion to approve the agenda. Commissioner Stewart so moved. Vice Chairperson Walton seconded the motion. A vocal vote was taken with the following result:

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

The agenda for the February 22, 2023 meeting was thus approved.

Chairperson Martinez asked for public comment. None was given.

**OLD BUSINESS**

Chairperson Martinez asked for a motion to approve the minutes from the Annual Meeting held on January 25, 2023. Commissioner Stewart so moved. Vice Chairperson Walton seconded the motion. Chairperson Martinez asked for any corrections or comments on the minutes. None were given. A vocal vote was taken with the following result:

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

The minutes of the January 25, 2023 Annual Meeting were thus approved.

Chairperson Martinez asked for a motion to approve the minutes of the Regular Meeting held on January 25, 2023. Commissioner Stewart so moved. Vice Chairperson Walton seconded the motion. Chairperson Martinez asked for any corrections or comments on the minutes. None were given. A vocal vote was taken with the following result:

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

The minutes of the January 25, 2023 Regular Meeting were thus approved.

The Finance Committee then delivered their report on the Cash Disbursements for January, totaling \$3,581,840.35. Commissioner Stewart reported that it was acceptable to him. Commissioner Miller reported the same. Adoption of the Disbursements was recommended by Commissioner Miller and seconded by Commissioner Stewart. A vocal vote was taken with the following result:

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

The Cash Disbursements for January, 2023 were thus approved.

**NEW BUSINESS**

Chairperson Martinez asked the Board to consider Resolution 1923, to execute a new contract with the Executive Director. Commissioner Stewart so moved. Vice Chairperson Walton seconded the motion. Chairperson Martinez opened the floor for comment by the Board. Commissioner Miller commented that he found the final document responsive.

A vocal vote was taken with the following result:

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

Resolution 1923 was thus adopted by the Pierce County Housing Authority Board of Commissioners.

**STRATEGIC FOCUS**

Commissioner Martinez discussed the changes to strategic focus that the Board requested on January 25, including topics that were considered to be of interest for future meetings. The Board Retreat was a priority, and the 27<sup>th</sup> and 28<sup>th</sup> of April was suggested. Chairperson Martinez also reiterated the Board’s desire to find a Deputy Director, as it was vital to the Board’s future planning.

Riley Guerrero reviewed the procurement needs currently in process.

Sean McKenna reviewed the projected proceeds from the Repositioning process. And answered Board Members’ queries on the requirements imposed by HUD. He also introduced new staff in the Project Management division; Shawna Franklin and Matthew Mullen.

**EXECUTIVE & DIRECTOR REPORTS**

Executive Director Stretz informed the Board of the new analyst firm proposed by THA for the joint financial study of a merger. The Board proposed several items on which they would prefer strong involvement.

**ADJOURNMENT**

Chairperson Martinez asked the board to consider a motion to adjourn. Commissioner Stewart so moved. Vice Chairperson Narva seconded the motion. The meeting was adjourned at 5:05 PM