

Board Minutes

**PIERCE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING**
Wednesday, April 28, 2021 3:30 p.m.
Via Zoom

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 March 31, 2021.
5. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$3,276,472.72 FOR MARCH 2021
6. CONSIDER A MOTION APPROVING RESOLUTION 1903
7. CONSIDER A MOTION APPROVING RESOLUTION 1904
8. REPORTS
 - a. INTRODUCTION OF STAFF
 - b. FINANCE
 - c. EXECUTIVE DIRECTOR
 - i. Introduction of proposed new Resident Commissioner
 - d. SECTION 8
 - e. MAINTENANCE
 - f. CONTRACTS AND PROCUREMENT
 - g. REPORTS OF COMMITTEES
9. COMMISSIONER’S CORNER
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.

11. ADJOURNMENT

The Pierce County Housing Authority Board of Commissioner will hold its meetings to ensure essential Housing Authority functions continue, however due to Governor Inslee’s [Emergency Proclamation 20-25 Stay Home – Stay Healthy](#) issued on March 23, 2020, in-person attendance by members of the public is NOT permitted at this time.

During this public health emergency, we will only accept public comment at Director@pchawa.org. Submit public comments any time before the Board of Commissioner’s meeting adjourns. All written comments will be part of the record. If you make public comments before noon on the day of the Board meeting, Board members will receive them prior to the meeting.

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

April 28, 2021
603 SOUTH POLK STREET
TACOMA WA 98445

Location: via Zoom

In attendance: Commissioner Brammall
Commissioner Smith
Commissioner Walton
Chairperson Martinez

Also in attendance: Jim Stretz, Executive Director
Moreen Forde, Acting Financial Officer
Rodd Kowalski, Director of Operations
Tamara Meade, Director of Supported Housing Programs
Victor Lovelace, Maintenance Supervisor

Chairperson Martinez called the meeting to order at 3:35 pm. Roll call was taken.

There was no public comment.

Chairperson Martinez asked to review and approve the agenda. 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 Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner 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"/>

Chairperson Martinez asked the Board to consider a motion approving the minutes of the regular board meeting held on March 31, 2021. Commissioner Smith 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner 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"/>

Chairperson Martinez asked the Board to consider a motion ratifying the payment of cash disbursements for March. Commissioner Smith so moved. Commissioner Walton 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 Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner 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"/>

Chairperson Martinez asked the Board to consider a motion approving Resolution 1903. Commissioner Brammall so moved. Commissioner Smith seconded the motion. All the Commissioners thanked Rodd for his service. 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 Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner 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"/>

Chairperson Martinez asked the Board to consider a motion approving Resolution 1904. Commissioner Brammall so moved. Commissioner Smith seconded the motion. Tamara Meade went over the shortfall improvement plan. Commissioner Smith asked for a better understanding for the cause of the shortfall that can be provided at a later date. Tamara Meade stated she will have more information for the next board meeting. This is part of the application process. The Housing Authority was told it qualified and it was recommended that they apply. This is specific to public housing not the voucher program. Chairperson Martinez asked what the funds if received could be used for? Tamara Meade is still reading through the paperwork and will have an update at the next board meeting. The resolution was edited to remove a duplicate sentence. 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 Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner 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"/>

Chairperson Martinez asked for the introduction of staff. There was no new staff to introduce.

Chairperson Martinez asked for the finance report. Moreen went over her written reports. Chairperson Martinez wanted to ask about the increase he was seeing? Moreen said the increase was utilities at the Fife property. The utility bill is paid every two months. Jim explained that utility rates have increased about 10%.

Chairperson Martinez asked for the Executive Director report. Jim introduced the proposed Resident Commissioner, Tausha Blaksley. She is a participant of the Homeownership program. The Pierce County Council still needs to do their review and approval process before it is official. She attended today's meeting in an observatory capacity. Tausha introduced herself and told the Board a little bit about herself. Commissioners Smith and Brammall are on the committee to help orient new commissioners and they look forward to supporting her. Jim gave an update regarding Tacoma Housing Authority wanting to amend their jurisdiction boundaries.

Chairperson Martinez asked for the Section 8 report. Tamara shared pictures of the new Orting Veterans Village. All 35 units were inspected. A couple of the units did fail but it was for minor issues. The corrections should be done by Friday. The Housing Authority hopes to start housing as early as next week. 10 vouchers will be with VASH and the other 25 will be project-based vouchers. Commissioner Smith is hoping in six

months' time to do some kind of story since the project looks promising. Tamara went over her two-year tool. Commissioner Smith had a question about the negative UMP she was seeing in the tool. Tamara said that it contains old information. Chairperson Martinez wanted know how many VASH vouchers the Housing Authority currently has. Tamara said there was 269 with 73 still available. Commissioner Walton wanted to know how many applicants were on the waitlist? Tamara said there is currently 8000 on the waitlist. Commissioner Walton wanted to know what is the average time someone is in the program. Tamara has not run the report in a long time but can do that. She commented that 81% of participants are disabled or elderly and may not have the opportunity to become self-sufficient.

Chairperson Martinez asked for the maintenance report. Victor went over his written report. Commissioner Smith asked if the safe streets program was at the Brookridge apartments? Victor said the program is only at Demark. He is looking to get more communities involved. Chairperson Martinez asked if work orders are going to fall behind now that the county is back in phase 2. The department is still doing emergency work orders only.

Chairperson Martinez asked for the Contracts and Procurements report. Rodd went over his written report. Chairperson Martinez wanted an update on the sprinkler heads. 106 still need to be replaced and entry into the unit will be required.

Chairperson Martinez asked for the report of committees. There was none.

Chairperson Martinez asked for the Commissioner's Corner report. There was none.

No executive session was needed.

Meeting adjourned at 4:55 pm.