

Board Minutes

**PIERCE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
Wednesday, May 29, 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 April 24, 2019.
5. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$5,618,735.17 for April 2019.
6. REPORTS
 - a. INTRODUCTION OF STAFF
 - b. EXECUTIVE DIRECTOR
 - c. DEPUTY EXECUTIVE DIRECTOR
 - d. SECTION 8
 - e. MAINTENANCE
 - f. FINANCE
 - g. CONTRACTS AND PROCUREMENT
 - h. REPORTS OF COMMITTEES
7. COMMISSIONER’S CORNER
8. CHANGE IN PRACTICE REGARDING COMMISSIONER LIFE INSURANCE
9. RESOLUTION 1865 AUTHORIZING THE SALE OF REAL ESTATE FOR USE IN THE HOMEOWNERSHIP PROGRAM.
10. RESOLUTION 1866 AUTHORIZING THE SUBMISSION OF HOME FUNDING APPLICATION TO LAKEWOOD IN SUPPORT OF ACQUISITION EFFORTS IN THE BROOKRIDGE COMMUNITY.

11. 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

May 29, 2019
603 SOUTH POLK STREET
TACOMA WA 98445

Location: BUILDING "B"

In attendance: Commissioner Brammall
Commissioner Ramsay
Commissioner Walton
Chairperson Smith

Also in attendance Charlie Gray, Executive Director
Ellie Ottey, Deputy Executive Director
Tamara Meade, Director of Supported Housing Programs
Victor Lovelace, Maintenance Supervisor
Rodd Kowalski, Project Administrator
Cova Campbell, Finance Director
Mariel Dela Cruz, Staff 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. Commissioner Walton 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 Martinez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Ramsay	<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 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 April 24, 2019. Commissioner Walton so moved. Commissioner Ramsay 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 Martinez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Ramsay	<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 Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Smith asked the Board to consider a motion ratifying the payment of cash disbursements totaling \$5,618,735.17 for the month of April 2019. Commissioner Brammall so moved. Commissioner Ramsay 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 Martinez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Ramsay	<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 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. Ellie Ottey introduced Brian who is the new maintenance specialist.

Chairperson Smith asked for the Executive Director’s report. Charlie Gray presented a PowerPoint presentation. He discussed the administration’s proposed rule change regarding non-contending household members. He went over the new tenant protection vouchers for the Freeport Apartments. South Sound Alliance is going to examine housing in addition to transportation. Charlie gave an acquisition and a VASH update. He also went over the disposition of the Public Housing portfolio.

Chairperson Smith asked for the Deputy Executive Director’s report. Ellie Ottey went over her report.

Chairperson Smith asked for the Section 8 report. Tamara Meade went over her report. Accompanying the report was a PowerPoint presentation.

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

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

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

Chairperson Smith asked for reports of committees. Commissioner Walton handed out a report regarding the retreat and went over the report.

Chairperson Smith asked for updates in commissioner’s corner. Commissioner Brammall said the Mental Health First Aid for Landlords project received an award of merit from NAHRO. There will be a display and table set up and the summer conference. A plaque will also be received.

Chairperson Smith asked the Board to consider a motion approving Resolution 1865 authorizing the sale of real estate for use in the homeownership program. Commissioner Brammall so moved. Commissioner Ramsay 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 Martinez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Ramsay	<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 Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Smith asked the Board to consider a motion approving Resolution 1866 authorizing the submission of HOME funding application to Lakewood in support of acquisition efforts in the Brookridge community.

Commissioner Walton 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 Martinez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Ramsay	<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 Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The executive session started at 6:07 pm. Personal issues were discussed. The public meeting was called back to order at 6:33 pm.

Following the return from the Executive Committee, where personnel matters were discussed, the Chair entertained a motion (Brammall seconded by Ramsay) to accept the recommendation of the Executive Evaluation Committee which determined that the Executive Director was performing “Above Average”. During the discussion the Executive Director declined a merit increase. Motion approved unanimously.

Meeting adjourned at 6:35 pm.