

Board Minutes

**PIERCE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
Wednesday, June 26, 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 March 27, 2019.
5. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$4,081,768.37 for March 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. RESOLUTION 1867 ADOPTING AMENDMENTS TO THE PIERCE COUNTY HOUSING AUTHORITY SECTION 8 ADMINISTRATIVE PLAN – Chapter 1
9. RESOLUTION 1868 ADOPTING AMENDMENTS TO THE PIERCE COUNTY HOUSING AUTHORITY SECTION 8 ADMINISTRATIVE PLAN – Chapter 4
10. RESOLUTION 1869 ADOPTING AMENDMENTS TO THE PIERCE COUNTY HOUSING AUTHORITY SECTION 8 ADMINISTRATIVE PLAN – Chapter 5
11. RESOLUTION 1870 ADOPTING AMENDMENTS TO THE PIERCE COUNTY HOUSING AUTHORITY SECTION 8 ADMINISTRATIVE PLAN – Chapter 6
12. RESOLUTION 1871 ADOPTING AMENDMENTS TO THE PIERCE COUNTY HOUSING AUTHORITY SECTION 8 ADMINISTRATIVE PLAN – Chapter 7
13. RESOLUTION 1872 ADOPTING AN AMENDED FAMILY SELF-SUFFICIENCY PROGRAM ACTION PLAN FOR SECTION 8 HOUSING CHOICE VOUCHER PROGRAMS AND LOW INCOME PUBLIC HOUSING PROGRAMS
14. EXECUTIVE SESSION

No executive session was held.
10. ADJOURNMENT

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

June 26, 2019
603 SOUTH POLK STREET
TACOMA WA 98445

Location: BUILDING "B"

In attendance: Commissioner Brammall
Commissioner Martinez
Vice Chairperson 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 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. Commissioner Martinez so moved.
Commissioner Walton seconded the motion. A resolution has added to the agenda. 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 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 May 29, 2019. 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 checked="" 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 ratifying the payment of cash disbursements totaling \$3,736,303.22 for the month of April 2019. 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 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 were no new staff present.

Chairperson Smith asked for the Executive Director’s report. Charlie reviewed the House T-HUD funding for 2020, a nearly six billion dollar increase. The bill also prohibits the administration’s rule impacting non-contending household members. While the funding bill is exceptionally positive, Congress has not yet negotiated an increase to the budget caps which would trigger sequestration. Charlie reviewed VASH lease up and identified a lack of referrals from the VA as a major barrier to utilizing VASH vouchers. Charlie discussed the HUD Field Office monitoring visit in June, including a finding related to the Family Self-Sufficiency Plan. Charlie informed the Board of Commissioners that an appeal has been filed with HUD associated with the designation Substandard Performer Financial. The basis of the appeal is related to circumstances beyond the control of the housing authority, including the federal government’s shutdown and slow response from the State Auditor’s Office.

Chairperson Smith asked for the Deputy Executive Director’s report. Ellie handed out and 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. Mariel Dela Cruise and Cova Campbell went over her report.

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

Chairperson Smith asked for reports of committees. The Board Planning Committee reported that a date has been established for both the Commissioner’s Finance Training (August 3, 2019) and Board Planning retreat (August 24, 2019).

Chairperson Smith asked for updates in commissioner’s corner. No report.

Chairperson Smith asked the Board to consider a motion approving Resolution 1867 related to changes to Chapter One – Overview of the Program and Plan of the Administrative Plan. Commissioner Martinez 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 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 Resolution 1868 related to changes to Chapter Four – The Application Interview of the Administrative Plan. Commissioner Martinez 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 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 Resolution 1869 related to changes to Chapter Five – Briefings and Voucher Issuance of the Administrative Plan. Commissioner Martinez 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 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 Resolution 1870 related to changes to Chapter Six – Income and Subsidy Determination of the Administrative Plan. Commissioner Walton so moved.

Commissioner Martinez 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 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 Resolution 1871 related to changes to Chapter Seven – Verification of the Administrative Plan. Commissioner Martinez so moved. Commissioner Walton seconded the motion. A voice vote was not taken as Commissioner Brammall noted that the language in the change referred to “common law marriage” which she did not feel was a term of law in Washington. Commissioners Martinez and Walton withdrew their motion. Staff will re-present Resolution 1871 at the July meeting.

Chairperson Smith asked the Board to consider a motion approving Resolution 1872 related to the Adoption of an Amended Pierce County Housing Authority’s Family Self-Sufficiency Program Action Plan. Commissioner Martinez 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 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"/>

It was requested by Martinez that the Chair allow time on the July 2019 agenda to revisit the FSS Action Plan.

No Executive Session.

Meeting adjourned at 6:25 pm.