

Board Minutes

**PIERCE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
Wednesday, July 31, 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 June 26, 2019.
5. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$4,370,301.30 for June 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. REVISIT OF THE FSS ACTION PLAN
9. RESOLUTION 1871 ADOPTING AMENDMENTS TO THE PIERCE COUNTY HOUSING AUTHORITY SECTION 8 ADMINISTRATIVE PLAN – Chapter 7
10. RESOLUTION 1873 ADOPTING AMENDMENTS TO THE PIERCE COUNTY HOUSING AUTHORITY SECTION 8 ADMINISTRATIVE PLAN – Chapter 3
11. RESOLUTION 1874 ADOPTING AMENDMENTS TO THE PIERCE COUNTY HOUSING AUTHORITY SECTION 8 ADMINISTRATIVE PLAN – Chapter 4
12. RESOLUTION 1875 ADOPTING AMENDMENTS TO THE PIERCE COUNTY HOUSING AUTHORITY SECTION 8 ADMINISTRATIVE PLAN – Chapter 17
13. RESOLUTION 1876 ADOPTING AMENDMENTS TO THE PIERCE COUNTY HOUSING AUTHORITY SECTION 8 ADMINISTRATIVE PLAN – Chapter 12
14. 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.

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

July 31, 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 Brammall so moved. Commissioner Martinez seconded the motion. All items that required a vote were moved to the beginning of the agenda to accommodate a Commissioner Walton who needed to leave the meeting at 4:45 pm. 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 June 26, 2019. 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 ratifying the payment of cash disbursements totaling \$4,370,301.30 for the month of June 2019. Commissioner Martinez 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 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. 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 1873 related to changes to Chapter Three Part I.A: Updated the definition of Family in the HCV Program. 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 1874 related to changes to Chapter Four Part III.B: Selection and HCV Funding Sources; Targeted Funding –removed Homeless Transition Referrals for Project Based and moved it to Chapter Four Part III.C Selection Method; local preferences. Commissioner Martinez 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 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 1875 related to changes to Chapter 17-Project Based Administration.. Commissioner Martinez so moved. Commissioner Walton seconded the motion. The resolution was amended to the correct newspaper name The News Tribune. 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 1876 related to changes to Chapter 12-Termination of Assistance and Tenancy. 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 if there was any new staff to introduce. Ellie introduced Bibiana Asis a new Resident Services Specialist currently training at Chateau Rainier.

Chairperson Smith asked for the Executive Director’s report. Charlie gave an update regarding the budget ceiling. There is currently no status update regarding the 2020 Senate Appropriations THUD Bill. Charlie reviewed VASH lease up. VA reports that additional staff is being hired. PCHA is invited to speak to the Pierce County Council on Human Services Committee regarding opportunities to reach functional zero veterans homelessness in Pierce County. Charlie discussed the HUD Field Office monitoring visit in June. Charlie informed the Board of Commissioners that the Deputy Secretary’s Office has denied PCHA’s appeal. Charlie informed the Board of Commissioners that a second appeal will be submitted to HUD. Pierce County Department of Community Services has asked PCHA to consider applying for “Moving On Vouchers”. Charlie stated that it is a complicated application process and he has doubts about how successful PCHA will be regarding approval.

Chairperson Smith asked for the Deputy Executive Director’s report. Ellie 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 the report. Accompanying the report was an Excel Spreadsheet.

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

Chairperson Smith asked for reports of committees. Commissioner Brammall accepted the Merit Award and showed the award. She is aiming to get an Award of Excellence which is the next step up. She noticed that many Housing Authorities submit multiple projects. She would like to do that as well in the future. She also urged the Board to participate in more NAHRO events.

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

A reminder was given that the Finance Training starts at 9 am. The agenda that went out with the board packet had the incorrect start time.

No Executive Session.

Meeting adjourned at 5:40 pm.