



PIERCE COUNTY HOUSING AUTHORITY

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

MINUTES FOR THE MARCH 19<sup>TH</sup>, 2023 ANNUAL MEETING  
OF THE BOARD OF COMMISSIONERS

Date: Wednesday, March 19<sup>th</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

Chairperson Martinez called the meeting to order at 3:45 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. Commissioner Blaksley 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 March 29, 2023 meeting was thus approved.

### PUBLIC COMMENT

Chairperson Martinez asked for public comment. None was given.

### OLD BUSINESS

Chairperson Martinez asked for a motion to approve the minutes from the Regular Meeting held on February 22, 2023. Commissioner Stewart so moved. Commissioner Blaksley 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 February 22, 2023 Regular Meeting were thus approved.

The Finance Committee then delivered their report on the Cash Disbursements for February, totaling \$9,593,997.82. 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 February, 2023 were thus approved.

### NEW BUSINESS

Chairperson Martinez asked the Board to consider Resolution 1926, to revise the PCHA Travel Policy. Commissioner Miller so moved. Vice Chairperson Walton seconded the motion. Chairperson Martinez opened the floor for comment by the Board.

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 1926 was thus adopted by the Pierce County Housing Authority Board of Commissioners.

Chairperson Martinez asked the Board to consider Resolution 1927, to revise the PCHA Procurement Policy, to raise the threshold for performance and payment bonds to align with state limitations. Commissioner Stewart so moved. Commissioner Miller seconded the motion. Chairperson Martinez opened the floor for comment by the Board. The board discussed the potential to attract small business and W/MBE enterprises with the change.

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 1926 was thus adopted by the Pierce County Housing Authority Board of Commissioners.

### STRATEGIC FOCUS

The upcoming Board Retreat was agreed to take place on the 19<sup>th</sup> and 20<sup>th</sup> of May, location to be determined. Executive Director Jim Stretz confirmed that the moderator is to be Amanda DeShazo, the Executive Director of the Affordable Housing Consortium. Goals for the retreat were discussed, including the use of proceeds from the disposition.

### EXECUTIVE & DIRECTOR REPORTS

Maintenance Director Victor Lovelace clarified that Demark unit E101 still requires completion.

### COMMISSIONERS' CORNER

The board discussed the propriety of a potential application of a firm to a PCHA open solicitation. No decision was made nor action undertaken.

## 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