



# PIERCE COUNTY HOUSING AUTHORITY

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

## MINUTES FOR THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Date: Wednesday, September 28, 2022

Location: PCHA Building B  
& Hybrid Via Zoom

In Attendance: Chairperson Mark Martinez  
Vice Chairperson Narva Walton  
Commissioner Blaksley  
Commissioner Miller  
Commissioner Stewart

Also in Attendance: Jim Stretz, Executive Director  
Tina McLeod, Director of Operations  
Sean McKenna, Director of Project Management  
Tamara Meade, Director of Supported Housing Programs  
Riley Guerrero, Administrative Coordinator  
Christine Smith, CPA\*

\*In Attendance Via Zoom

Chairperson Martinez called the meeting to order at 3:34 PM.

### PUBLIC COMMENT

Chairperson Martinez asked for public comment.

There was no public comment.

### OLD BUSINESS

Chairperson Martinez asked the Board to consider a motion approving the minutes of the regular board meeting held on August 24<sup>th</sup>, 2022. Commissioner Stewart so moved. Chairperson Martinez abstained as he was not present for the aforementioned meeting. Commissioner Miller was absent for the vote.

	In Favor	Opposed	Abstain	Absent
Commissioner Blaksley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

A motion was then considered to approve the cash disbursements totaling \$3,761,361.44 for the month of August, 2022. The motion was so moved by Commissioner Stewart and seconded by Vice Chairperson Walton. A vocal vote was taken with the following results. Commissioner Miller was absent for this vote.

Commissioner Blaksley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>

**NEW BUSINESS**

New staff were introduced by Director Christina McLeod, of the Department of Affordable Housing. She introduced to the Board Alisha Brown, Resident Services Specialist, Lawanda Lambert, Assistant Property Manager, and Whitney Grays, Assistant Property Manager, as well as reintroduced existing Assistant Property Manager Kendal Stearns. They were welcomed to the organization by Chairperson Martinez.

Resolution 1918 to adopt the updated FSS Action Plan was considered by the Board of Commissioners. Vice Chairperson Walton so moved, and Commissioner Stewart seconded. Changes made to the previous FSS Action Plan were described by Director of Supported Housing Tamara Meade. They included new annual reporting requirements, new regulations for the escrow accounts on non-graduating participants, and changes to portability. A vocal vote was taken with the following results. Commissioner Miller was absent for this vote.

	In Favor	Opposed	Abstain	Absent
Commissioner Blaksley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 1918 was hereafter adopted by the Pierce County Housing Authority Board of Commissioners.

Resolution 1919 to Approve the Raise of the Capitalization Threshold to \$5,000 was considered by the Board of Commissioners. This was so moved by Vice Chairperson Walton and seconded by Commissioner Blaksley. The resolution was explained by Executive Director Jim Stretz, who noted the recommended threshold is \$5,000.00 and that an exception is being made, as per state guidelines, for small and attractive assets to be depreciated. A vocal vote was taken with the

following results. Commissioner Miller was absent for this vote.

	In Favor	Opposed	Abstain	Absent
Commissioner Blaksley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 1919 was hereafter adopted by the Pierce County Housing Authority Board of Commissioners.

Resolution 1920 to Adopt the Meal and Refreshment Policy was considered by the Board of Commissioners. This was so moved by Commissioner Stewart and seconded by Vice-Chairperson Walton. Commissioner Miller arrived at the meeting and participated in the discussion. The policy was explained by Executive Director Jim Stretz as a formalization of standard practice as outlined in the May 1987 WSAG opinion on the topic of expenditures on refreshments for public entities. A vocal vote was taken with the following results.

	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 1920 was hereafter adopted by the Pierce County Housing Authority Board of Commissioners.

**STRATEGIC FOCUS:**

In response to previous board meetings’ conversations, a strategic focus schedule was developed and presented to the Board, with topics ranging from month-to-month. Commissioner Miller stated appreciation for this proposal being responsive to the spirit of conversations had at previous meetings. Discussion ensued as to the allotment of time per scheduled item. During discussion of the Public Outreach portion of the Strategic Focus Schedule, Commissioner Miller inquired as to whether a positioning plan had been drawn up to convey PCHA’s public positions. Executive Director Stretz answered that the closest item was the Five-Year Plan. A preliminary plan was agreed to be put together.

Commissioner Miller inquired as to whether there was usually discretion in the budget for priorities to be made. Director Meade answered that budgets have historically operated from the top-down and had little room for prioritization. Commissioner Blaksley inquired as to whether further training opportunities were available for the commissioners, including training on reading

and interpreting the budgets and balance sheets provided by PCHA. Commissioner Miller requested that a dashboard report be drawn up in which the Commissioners could be given adequate and streamlined information to understand the Authority's financial position.

#### EXECUTIVE REPORT & DEPARTMENTAL UPDATES

Executive Director Jim Stretz presented highlights of the Executive report, including the upcoming release of the 2021 SAO report, the upcoming union negotiations, and the proposal from BDO on economic consequences of a potential merger between Tacoma Housing Authority and Pierce County Housing Authority.

A discussion ensued as to whether the economic benefits of a Section 18 disposition have changed since the initial decision was made. Commissioner Miller moved that a committee be formed to determine if the economic benefits to disposition were still of comparable value to the previous estimates. Commissioner Stewart 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"/>

Chairperson Martinez appointed Commissioners Walton and Blaksley. He reiterated the HUD position that prioritized the repositioning of public housing and reinvestment of proceeds, and the Chair was in concurrence.

#### COMMISSIONER'S CORNER

Vice-Chairperson Walton inquired as to the status of any conversations about a potential merger with the Tacoma Housing Authority. Chairperson Martinez clarified that these conversations stemmed from outside the agency, and that the proposals seemed to have stopped. Discussion with THA showed a mutual lack of endorsement for the proposal.

#### EXECUTIVE SESSION

No Executive Session was called.

The meeting was adjourned at 6:00 PM.