



**PIERCE COUNTY HOUSING AUTHORITY**

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

MINUTES FOR THE DECEMBER 28<sup>TH</sup>, 2022 ABBREVIATED MEETING  
OF THE BOARD OF COMMISSIONERS

Date: Wednesday, December 28<sup>th</sup>, 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  
Tamara Meade, Director of Supported Housing\*  
Sean McKenna, Director of Project Management\*  
Riley Guerrero, Administrative Coordinator  
Christine Smith, CPA\*

\*In Attendance Via Zoom

Chairperson Martinez called the meeting to order at 3:32 PM.

Chairperson Martinez called for public comment. No public comment was given.

Chairperson Martinez asked for a motion to approve the agenda. Commissioner Stewart so moved. Commissioner Miller seconded. 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"/>

### OLD BUSINESS

Chairperson Martinez asked the Board to consider a motion approving the minutes of the regular board meeting held on November 30<sup>th</sup>, 2022. Commissioner Miller so moved. Commissioner Stewart seconded. Chairperson Martinez asked for additions, corrections, or omissions in the minutes. None being given, 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"/>

Chairperson Martinez then asked the Board to consider a motion approving the cash disbursements for November. Commissioner Stewart so moved. Commissioner Miller seconded. 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"/>

### NEW BUSINESS

Chairperson Martinez asked the Board to consider a motion to pass Resolution 1922 to approve the operating budget for 2023. Commissioner Stewart so moved, pending discussion. The motion was seconded by Vice-Chairperson Walton. The floor was opened for discussion.

Catrina Galicz, CPA, enumerated the proposed budget. She clarified that the budget would be amended when additional information became available. The primary considerations that would be forthcoming in the first and second quarter will be changes to employee expenses, insurance, rent adjustments, inflation, and grants. Commissioner Miller inquired as to whether there were any unique grants in 2022 that would not be continued in 2023. Executive Director Stretz replied that there were not. Executive Stretz also informed the Board that at current funding levels, PCHA anticipated being able to notify 200-300 individuals off of its waitlist in 2023. Director Meade concurred, stating that the current proration rate from HUD was very positive and would potentially add \$1.5 million to PCHA's baseline. She said she would begin issuance in February. Emergency Housing Vouchers were leased at a rate of 98% with one leasing up, whereas HCV had maintained a rate of 55% - standard for the region. Additional efforts are planned for 2023 to increase lease rates, with the addition of a housing navigator position planned.

With no further discussion, a vocal vote was taken on the budget 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"/>

Chairperson Martinez asked the Board to consider a motion to pass Resolution 1923 to execute a new contract with the Executive Director. Commissioner Stewart so moved. Vice-Chairperson Walton seconded. An Executive Session was called at 3:45. Time of return was stated to be approximately 15 minutes.

The public meeting resumed at 4:16 PM. A vocal vote was taken to vest Chairperson Martinez with the authority to continue deliberations and negotiations with the Executive Director, 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"/>

#### COMMISSIONERS' CORNER

Commissioner Miller inquired as to whether PCHA had received correspondence from the South Sound Housing Affordability Partners (SSHA<sup>3</sup>P) about opportunities to serve on its advisory board. Executive Director Stretz informed the Board that PCHA had received such correspondence and would be having a member of staff send an application to represent the Authority.

Commissioner Stewart wished the Board a happy new year and informed them that he had recently celebrated his 87<sup>th</sup> birthday, on December 25<sup>th</sup>, 2022. The members of the Board and PCHA staff wished him a happy birthday.

#### ADJOURNMENT

Chairperson Martinez called for a motion to adjourn the meeting. Commissioner Stewart so moved. Vice-Chairperson Walton seconded the motion.

The meeting was adjourned at 4:20 PM.