

HOUSING OPPORTUNITIES OF SW WASHINGTON BOARD OF COMMISSIONERS SPECIAL BOARD MEETING

Monday, May 21, 2018 at 4:00 p.m.

820 11th Ave.

Longview, WA

Minutes to Special Meeting

Chairperson Fischer called the meeting to order at 4:02 PM and requested introductions around the room.

PRESENT:

Chair, Bruce Fischer
Commissioner, Peter Bennett
Commissioner, Lori Bashor-Sarancik
Vice Chair, Wayne Ostermiller
Commissioner, Floyd "Gus" Nolte
Commissioner, Allan Rudberg
Secretary, Chris Pegg

ABSENT:

STAFF:

Becky Phillips, Finance Manager
Vickie Rhodes, Housing Program Supervisor
David Pennington, VIP Operations Manager
Lori Lengyel, Resident Services Coordinator

Katie Bonus, Asset Manager
Jon Dieter, Director of Community Service

GUESTS:

Linda Brigham, Longview Resident

CHANGES AND ADDITIONS TO THE AGENDA: Chairman Fischer requested the presentation by attorney John Hays be moved up to immediately follow the approval of the Consent Agenda. He also requested the staff presentation on the 2018 Operation Back to School Program be moved to immediately follow John Hays' presentation.

OPPORTUNITY FOR PUBLIC DISCUSSION: None.

STAFF REPORTS:

Finance Manager, Becky Phillips, discussed the financial reports and reported all expenses are on track for the agency. She also reported on the purchase of the additional two acres of land on Ocean Beach highway that increased fixed assets by \$315,000. Ms. Phillips also reported on the Lilac Place financials. Income is down and expenses are up due to a couple of extended vacancies. Staff has worked through the waiting list and is working with several service providers to locate eligible clients to fill the units. Board members asked why it took so long to fill the units and staff explained the complex eligibility requirements for the project due to multiple funding sources. Board members asked about the low debt service coverage ratio and staff explained the requirement to keep it above 1.1 only applied the first year although that remains a goal of the project. Commissioner Bashor Sarancik questioned whether data is kept on reasons for denial. Asset Manager Katie Bonus responded there is some data, however the main reason people are not housed off the waiting list is because of non-response. Homeless applicants are transient and difficult to find once their name reaches the top of the waiting list. Board members and staff discussed possible alternatives to locating applicants including text.

Commissioner Bashor Sarancik moved to approve the Staff report as presented.
Commissioner Bennett seconded the motion. No further discussion.
Motion passed unanimously.

CONSENT AGENDA:

Commissioner Nolte moved to approve the consent agenda as presented. Commissioner Bashor-Sarancik seconded the motion. No further discussion.

Motion passed unanimously.

PRESENTATION ON CRIMINAL RECORDS – JOHN HAYS, ATTORNEY

Mr. Hays introduced himself and shared his background with the board members. He presented several different scenarios of situations he has encountered with clients and the lasting severe impact of criminal convictions on their lives and that of their families. He also discussed the different levels of felonies. He encouraged a more nuanced approach when considering clients with criminal backgrounds. Staff discussed current agency practices. The Board requested a review of our policies and procedures at the June 2018 board meeting. They thanked Mr. Hays for his informative presentation.

STAFF PRESENTATION ON 2018 OPERATION BACK TO SCHOOL PROGRAM

Lori Lengyel, Resident Services Coordinator at the Woodland properties, provided background information about the Back to School program which started 18 years ago. The original intent of the program was to provide all children living in subsidized housing owned and operated by HOSWWA in Woodland, WA with backpacks and all necessary supplies to begin the new school year. This successful program was funded entirely by donations. Last year staff learned the Woodland Action Center would be providing backpacks and school supplies to all of the kids. The program was modified in light of this. Ms. Lengyel created a Shop with an Employee event that allowed participating children to shop for up to \$100 for any related school items or clothing at the Woodland Walmart. They were accompanied by a HOSWWA employee. There were 29 kids and 8 staff that participated. It was a huge success. Ms. Lengyel informed the Board she has already started applying for funding for this years' event and the Woodland Walmart has donated \$1000. She is also accepting donations from other sources including staff and board members. She would like to use any extra funding to help kids pay for student body cards or the participation fee to play sports. Board members thanked her for her presentation and her work with our residents.

CHAIRMAN AND SECRETARY REPORTS:

Chairman Fischer informed the Board he would be resigning immediately following the May 2018 board meeting. He and his family will be relocating to the Seattle area. He will provide written notice to the Mayor of the city of Longview and request a replacement be appointed.

Secretary Pegg informed the Board she would be attending the Housing Authority Risk Retention Pool (HARRP) Board meeting in Sacramento on May 24. She has been a board member for over 9 years. She also updated the board on progress with the Read More, Learn More program.

PUBLIC HEARING – HUD ANNUAL PLAN

Chairman Fischer announced the public hearing for the HUD Annual Plan. He asked if there was any public wishing to address the Board. There were no public present. Chairman Fischer closed the public hearing on the HUD Annual Plan.

UNFINISHED BUSINESS:

BOARD DISCUSSION/ACTION: SELECTION COMMITTEE UPDATE

Committee member Vickie Rhodes informed the Board that an updated CEO job description and brief advertisement was posted to the agency website which included numerous links to agency materials. The job announcement was posted to several other sites as well. Staff also created an agency email for applicants to send responses to: hr@hoswwa.org. Applicants were given until July 31, 2018 to apply for the position.

NEW BUSINESS:

BOARD DISCUSSION/ACTION: APPROVAL OF RESOLUTION 18-09: HUD ANNUAL PHA PLAN FOR FY2019 BEGINNING 10/01/2018

Housing Programs Supervisor, Vickie Rhodes, provided an explanation about the purpose of the HUD Annual Plan. The Plan covers the activity related to the Housing Choice Voucher program and reports on goals achieved from the HUD 5 Year Plan. It also informs the community and HUD about any major proposed changes to administration of the program. There were no changes proposed for 2019. **Commissioner Bashor-Sarancik moved to approve the plan as presented. Commissioner Bennett seconded the motion. Motion passed unanimously.**

Commissioner Rudberg asked to address the Board. He is a resident of the Sylvester Apartments. He informed the Board about vandalism problems with the parking lot behind the Theatre. He's personally had damage to his vehicle. He requested an informal resolution from the Board to request the City install lighting on the exterior of the building. The Board discussed alternatives and ultimately decided that Commissioner Bashor Sarancik and Commissioner Rudberg would request a meeting with the Council liaisons, Councilmember Vydra and Councilmember Wallis to discuss the problem and possible resolutions.

Vice-Chair Ostermiller agreed to Chair the June meeting and requested that an election be added to the June agenda. The meeting was adjourned at 5:45 p.m.


EXECUTIVE SESSION: None scheduled.

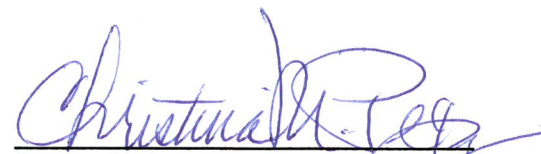
SCHEDULING OF NEXT REGULAR MEETING: June 25th, 2018

Respectfully submitted by:

CHRISTINA M. PEGG, Chief Executive Officer

BOARD APPROVAL OF MINUTES


Wayne Ostermiller, Interim Chair


Attest: Christina M. Pegg, Secretary