

HOUSING OPPORTUNITIES OF SW WASHINGTON BOARD OF COMMISSIONERS REGULAR MEETING

Monday, June 26, 2017 at 4:00 p.m.

820 11th Ave., Longview, WA.

Minutes to Regular Meeting

Chairperson Nolte called the meeting to order at 4:00 PM

Present

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

Absent

Staff

Becky Phillips, Finance Manager
Katie Bonus, Asset Manager
Vickie Rhodes, Housing Programs Supervisor
Jon Dieter, Director of Community Service
David Pennington, VIP Operations Manager
Ariana Anderson, Administrative Assistant
Susan Marion, Section 8 Advantage Coach
Lori Parsons, Homeownership Coordinator
Linda Banks, Veteran Opportunity Specialist
Gary Gray, Employment Developer

Guests

Sabrina Schwab
Dan Freedman
Brett Mitchell

CHANGES AND ADDITIONS TO THE AGENDA: None

OPPORTUNITY FOR PUBLIC DISCUSSION:

Northwest Financial Fitness/Opportunity Center

Section 8 Advantage Coach and Home Ownership Counselor, Lori Parsons and Section 8 Advantage Coach, Susan Marion presented the Board with the news of their new Non-profit 501 3 c Northwest Financial Fitness organization. Currently they are looking for grants and receiving donations. Ms. Parsons also disclosed the unfortunate news regarding the Housing Counseling Grant. She reported the WA State Housing Finance Commission was looking for larger agencies with larger client populations to serve to present the grant to, such as agencies primarily providing services by phone or internet; therefore, the grant was not renewed. She stated she would be at Lilac Place and Tulip

Valley starting in January for 10 hours per week providing case management and services.

CONSENT AGENDA:

Commissioner Ostermiller moved to approve the Consent Agenda as presented.

Commissioner, Fischer seconded the motion.

Discussion – There was some discussion about removing the financials from the consent agenda. Next month's agenda will have them omitted.

Motion passed unanimously.

BOARD COMMITTEE REPORT: Finance Manager Phillips provided a summary of the monthly financials for the Board. Ms. Phillips highlighted and explained the increase in revenue for the month. JPCHA received a 2-year refund from the flood Insurance that was not expected and there was a transfer from the USDA in reserves to cover some capital expenses. This discussion led to questions regarding the Housing Choice Voucher program. Housing Programs Supervisor Rhodes commented on the halt of absorption of port in vouchers and the breakdown of persons currently assisted. She also reported the Mod Rehab contract was renewed and the complex was bought by LCC on May 1, 2017. LCC is government funded and therefore not eligible to participate in the Mod Rehab program according to HUD rules. The current HUD contract will be terminated. HUD will issue vouchers to the eligible families still residing there and they will move. Commissioner Fischer moved to approve the financials as presented.

Commissioner Bashor- Sarancik seconded the motion.

No further discussion.

Motion passed unanimously.

CHAIRMAN AND SECRETARY REPORTS:

- Secretary Pegg reported on the Saturday, June 24th, 2017 6th Annual Wheels of Hope VIP Sponsor Reception recognizing Janus Youth. Janus received over \$3,000.00 in monetary donations and a new vehicle for outreach. Some contributors were McCord's Dodge Chrysler Jeep, Fibre Federal, and Millennium Bulk Terminals. Bruce Pollack of Bicoastal Media noted Janus received brand new sleeping bags and back packs for the homeless youth. A local group of teens as well as another local band performed live music. Overall, the event had good turnout.
- Secretary Pegg discussed the request for qualification (RFQ) for Architect and Engineering Services currently out for both HOSWWA and JPCHA. Seven RFQs were received. A selection will be made within the next few weeks. There was also a request for qualifications for a Development Consultant as well. These proposals are due 6/30/17 and will serve both housing authorities as well.
- The Daily News released the Point in Time (PIT) numbers of homeless in Cowlitz County. The numbers were similar to last years.
- As presented by Lori Parsons and Susan Marion, the Kelso Housing Authority Family Self Sufficiency Program (FSS) has been administered by HOSWWA for many years. That contract is being terminated as of 6/30/17 and will now be run by Kelso Housing Authority.
- Secretary Pegg reported on the status of state and federal budgets. The State Legislature is currently in the 3rd Special Session. She passed out a notice detailing the impacts of a potential government shutdown. Unfortunately, the

House and Senate are far apart from one another and cannot reach a compromise on the operating budget. At this time it is uncertain if there will be a shutdown. Federal budget negotiators in both the House and Senate are still in negotiations and it is already expected there will be another continuing resolution this fall.

UNFINISHED BUSINESS:

BOARD DISCUSSION/ACTION: Strategic Plan Review

Secretary Pegg reminded the Board of the annual commitment to review the Strategic Plan. She discussed the plan and highlighted several sections for discussion and possible modification. Most changes reflected a need to push out dates for completion. Secretary Pegg explained she was overly optimistic when setting original dates. Staff cutbacks due to federal budget cuts were also not anticipated and impacted staff ability to make progress on some goals. The Board discussed recommendations and agreed to changes in the dates. The Board also discussed the goal related to rapid rehousing funding and agreed to revise this to avoid competition with CAP for the program they currently administer. The Board discussed the recommendation to modify the objective related to researching related non-profits to determine possible opportunities to provide administrative services and decided to leave the language as it currently stands. Commissioner Fischer moved to approve changes to the due dates within the strategic plan and other changes recommended by staff except retain the language currently in the plan regarding researching Administrative services business on page 11, Objective 9. Commissioner Bennett seconded the motion. No further discussion. Motion passed unanimously.

NEW BUSINESS:

Board Discussion/Action: Reliable Enterprises – Request for Project Based Vouchers.

Dan Freedman and Brett Mitchell, ED at Reliable Enterprises presented the Board with an overview of a proposed project in Centralia, WA. There are two phases of the project. Phase 1 is under construction and they will soon be submitting an application for funding for Phase 2. They discussed the proposed population the project will serve and requesting 12 Project Based Vouchers to ensure affordability for the very-low income clients who will be served. They have set aside units (approximately 29) for the Asset Limited Income Constrained and Employed population (ALICE), however not all will require a subsidy. Housing Programs Supervisor Rhodes discussed the geographic breakdown of current families in HOSWWA's jurisdiction including all project-based vouchers. She also explained the portability rules for the Housing Choice Voucher program. Secretary Pegg discussed the difficulty families are having in locating housing throughout the entire jurisdiction. New housing is needed in every county and it's difficult to fund housing for very-low income clients without some type of subsidy. The Board discussed the proposal at length. Commissioner Fischer moved to table the discussion to the August meeting. Commissioner Ostermiller seconded the motion. No further discussion. Motion passed unanimously

Staff Presentation: VIP Opportunity Center

Jon Dieter, Director of Community Services presented a PowerPoint on the VIP Opportunity Center to the Board of Commissioners and discussed the changes recently made to the VIP Employment Center. The need for changes came about because staff noticed a distinct loss of interest in or ability to work among Veterans they served. This provided an opportunity for staff to take a deeper look into the why's and adjust program(s) to address this loss of interest. He spoke of the changes to the program that provide and incentivize participation in volunteer and group work experiences. Jon reported on the positive shifts in morale and participation they are seeing among the Veterans they serve. Jon introduced Sabrina Schwab, an Army veteran currently on the program. Sabrina disclosed her story of how she became homeless and how the program assisted and encouraged her successes along the way to where she is now. She spoke highly of the program and thanked staff for their support.

Board Discussion/Action: Approval of Two New Job Descriptions

Jon Dieter, Director of Community Services explained the two new job descriptions for the Veteran Integration Program; an Employment Developer and Veteran Opportunity Specialist. He explained this is needed due to the modifications in the VIP programs. It will be a change of title and duties for existing staff and will not require additional budget or staff hires. Mr. Dieter introduced Gary Gray and Linda Banks as the current employees of the Employment Center that will be filling these two roles.

Commissioner Ostermiller moved to approve the two new job descriptions.

Commissioner Fischer seconded the motion.

No further discussion.

Motion passed unanimously.

EXECUTIVE SESSION: None scheduled.


The meeting adjourned at 6:03 p.m.

SCHEDULING OF NEXT REGULAR MEETING: July 24, 2017

Respectfully submitted by:

CHRISTINA M. PEGG, Chief Executive Officer

BOARD APPROVAL OF MINUTES



Floyd "Gus" Nolte, Chairperson



Attest: Christina M. Pegg, Secretary