

MINUTES TO THE BOARD MEETING OF THE HOUSING AUTHORITY OF
SW WASHINGTON BOARD OF COMMISSIONERS

July 22, 2019 at 4 p.m.
Housing Authority of SW WA, Longview, WA

PRESENT:

Marchelle Knapp, Chair
David Spurgeon, Vice Chair
Commissioner, Jennifer Oskey
Commissioner, Peter Bennet
Secretary, Jennifer Westerman

ABSENT:

Traci Wood, Commissioner
Allan Rudberg, Commissioner

STAFF PRESENT:

VIP Manager, Rob Smith
Finance Manager, Becky Phillips
Housing Assistance Program Manager, Vickie Rhodes
Asset Manager, Katie Bonus
Administrative, Heather Embleton

PUBLIC PRESENT:

Linda Brigham
Mary Alice Wallis – Longview City Commissioner
Ruth Kendall

Vice Chair Spurgeon called the meeting to order at 4 p.m. and recite mission and vision statements.

CHANGES AND ADDITIONS TO THE AGENDA:

Remove Vice Chair Election under unfinished business.

STAFF REPORTS:

Finance Manager, Becky Phillips went over June Financial Reports for the Agency and Lilac Place.
Housing Assistance Program Manager, Vickie Rhodes went over the Agency's current Voucher status.
Asset Manager, Katie Bonus went over the property reports and VIP Manager, Rob Smith handed out report and went over the current Veterans Integration program status.

CONSENT AGENDA:

Commissioners reviewed the Board Meeting Minutes from June 2019 as well as the financial reports.
Chair Knapp asked if there were any questions. None were asked.

Commissioner Bennett motioned to approve the Consent Agenda. Commissioner Oskey second the motion. Passed Unanimously.

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CHAIRMAN and SECRETARY REPORTS:

Secretary Westerman handed out the Secretary Report then reviewed with commissioners. After review she asked if there were any questions, concerns or need for discussion.

Unaccompanied Youth Programs was discussed. Chair Knapp suggested that private funds would give more leniency without regulations. Vice Chair Spurgeon asked if Janus has separate financials from HOSWWA. Secretary Westerman will work on getting them.

Commissioner Oskey would like to see a faster way to get shelter for the unaccompanied youth in Longview and wondered why one of the Janus buildings could not be a drop-in center and the other building housing. Secretary Westerman informed that the other building would need considerable completions and renovations for them to be livable. The goal being to apply for a grant for housing with services.

PUBLIC DISCUSSION:

None

NEW BUSINESS:

BOARD DISCUSSION/ACTION:

Resolution #21 to update bank signatories. A resolution was presented by Finance Manager Becky Phillips to remove retired commissioner Jerry Bakken and replace him with Commissioner David Spurgeon.

Commissioner Bennett motioned to approve the Consent Agenda. Commissioner Oskey second the motion. Passed Unanimously.

Secretary Westerman brought up the need for a change in the Finance Committee now that Marchelle Knapp is the Chair. Commissioner Oskey said she would be willing to review financials and accounts payable. Commissioner Oskey was appointed to the Finance Committee.

Community Foundation Application Discussion: We will move forward with the grant application for capital repairs.

UNFINISHED BUSINESS:

None

EXECUTIVE SESSION:

None

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Next Meeting: August 26, 2019 at Housing Authority of SW Washington, Longview, WA at 4:00 p.m.

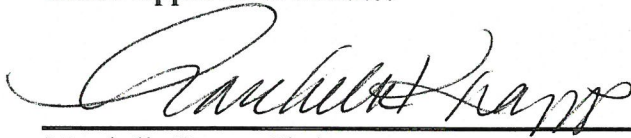
ADJOURNMENT:

Chair Knapp adjourned meeting at 5:25 p.m.

Respectfully Submitted by:

JENNIFER WESTERMAN, Chief Executive Officer

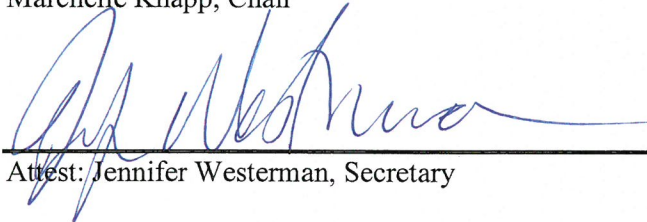
Board Approval of Minutes



Marchelle Knapp, Chair

8/26/19

Date



Attest: Jennifer Westerman, Secretary

8/26/19

Date