

HOUSING OPPORTUNITIES OF SW WASHINGTON BOARD OF COMMISSIONERS REGULAR MEETING

Monday, August 28th, 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
Commissioner, Peter Bennett
Vice Chair, Linda Brigham
Commissioner, Lori Bashor-Sarancik
Commissioner, Bruce Fischer
Commissioner, Wayne Ostermiller
Secretary, Chris Pegg

Absent

Staff:

Becky Phillips, Finance Manager
Katie Bonus, Asset Manager
Vickie Rhodes, Housing Programs Supervisor
David Pennington, VIP Operations Manager
Jon Dieter, Director of Community Service
Ariana Anderson, Administrative Assistant

Guests:

Brett Mitchell, Reliable Enterprises

CHANGES AND ADDITIONS TO THE AGENDA: NONE

OPPORTUNITY FOR PUBLIC DISCUSSION:

Staff Reports:

Finance Manager, Becky Phillips, presented the financial reports for the month of July 2017. HOSWWA is currently under budget and staff have been notified of their schedules returning to their regular full time hours. There were no other major items to report.

Ms. Phillips also reported on Lilac Place financials. The project is performing well and there are no major issues to report.

Commissioner Fischer moved to approve the financial reports as presented. Vice Chair Brigham seconded the motion. There was no further discussion. The motion passed unanimously.

CONSENT AGENDA:

Commissioner Fischer moved to approve the Consent Agenda as presented. Commissioner Ostermiller seconded the motion. Motion passed unanimously.

CHAIRMAN AND SECRETARY REPORTS:

- Chairman Nolte proposed submitting the client stories included with the Board packets month to the City Council Members. All members agreed.
- Secretary Pegg reported on the Longview City Council's meeting. The Council unanimously approved a motion by Councilmember Wallin and seconded by Councilmember Vydra to direct the Planning Commission to examine allowing Personal Service establishments in the Riverfront (FR-1) districts. They further requested that a recommendation be brought back to the City Council within 90 days. If ultimately approved, this will permit Janus Youth outreach workers to allow homeless youth they are serving to take showers and do their laundry at the Washington St. homes.
- Secretary Pegg and Commissioner Bennett attended the City Council Workshop that was held on July 27th. They updated the Board on the discussions. The Planning Commission approved codes changes designed to encourage the development of multifamily housing and sent the recommendation on to the Council for consideration. Secretary Pegg also updated the Board on progress to date on the proposed Homeless Shelter ordinance. The City Council has a workshop scheduled for August 31. There are only two items on the agenda: a hearing on the proposed homeless ordinance and a follow up item to extend the existing moratorium if the ordinance is not approved.
- Secretary Pegg commented on the Back to School Event in Woodland held on Saturday, Aug. 26th. Staff had a positive review of the event and commented on how appreciative the parents were. Each child received \$90 to purchase supplies needed for school (i.e., clothing, shoes, etc.). A letter of appreciation to Lori Lengyel is recommended. The RMLM was well received towards the end of the event and received a large turn out. Each child was able to take a book home and participate in making crafts.
- Secretary Pegg mentioned the City of Longview pre-app Meeting held with City of Longview staff and Chris Roewe regarding the purchase of the Ocean Beach Hwy property. The City staff complimented the thoroughness of the preliminary site plan developed by MWA Architecture. There will likely need to be changes as the plan develops however there were no huge issues identified at this point.
- Secretary Pegg also asked staff and board members present at the Read More, Learn More and back to school shopping event to update the rest of the members. Both events went very well. They were well attended and residents seemed to enjoy themselves and appreciate the books and back to school gifts. Chairperson Nolte asked staff to prepare a letter for his signature thanking staff member Lori Lengyel for her great work in organizing this event.

UNFINISHED BUSINESS:

BOARD DISCUSSION: Reliable Enterprises Request for Project Based Vouchers.

Secretary Pegg recapped the request for Project Based Vouchers from Reliable Enterprises' presented during the July 2017 Board meeting. She also re-introduced Brett Mitchell, Executive Director of Reliable Enterprises. Secretary Pegg recommended approving 12 project based vouchers for the project including up to five of the 12 as VASH Vouchers. There was some discussion of how that number would be divided between VASH and HCV and the process for approval with the VA. Commissioner Fischer

move to approve the 12 Vouchers with up to 5 of the 12 as VASH vouchers if approved by the VA and 7 Housing Choice Vouchers. Vice Chair Brigham seconded the motion. No further discussion. Motion passed unanimously.

Brett Mitchell elaborated on the proposed project stating they are including a preschool learning center centered on the Head Start program at the site. Reliable Enterprises is the federal grantee for Head Start in Lewis County. This program will serve 3 and 4 year olds. It will serve tenant children first then other kids from the community will round out the 12 slots they are allocating for this onsite program. They were able to meet the criteria needed and the proposal does not increase cost. Mr. Mitchell stated he also sent 2 staff members to shadow and learn about the VIP program Jon Dieter had presented on during the July meeting. He will be implementing this program in their project and he was able to receive grant monies from Lewis County to support it. They will be expanding it to their other sites in the future. They are calling it the "Community Volunteer & Service Program."

NEW BUSINESS:

BOARD DISCUSSION/ACTION: Approval of Approval of Job Description for Level I Project Crew Laborer.

Asset Manager, Katie Bonus presented the new position description and explained the need for it. She discussed the difficulty she has in finding skilled laborers at our current wage rates. The new position would be less skilled and begin at a lower wage rate. This position would allow her to fill labor positions at a basic level while offering an opportunity to learn new skills and advance. Commissioner Bashor-Sarancik moved to approve the job description for Level I Project Crew Laborer and Commissioner Fischer seconded the motion. There was no further discussion. Motion passed unanimously.

EXECUTIVE SESSION: None scheduled.

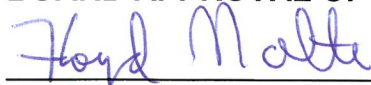
The meeting adjourned at 4:50 p.m.

SCHEDULING OF NEXT REGULAR MEETING: September 25, 2017

Respectfully submitted by:

CHRISTINA M. PEGG, Chief Executive Officer

BOARD APPROVAL OF MINUTES



Floyd "Gus" Nolte, Chairperson


Attest: Christina M. Pegg, Secretary