



HOUSING OPPORTUNITIES

—of SW Washington—

Connecting people to homes, hope and opportunity. Jennifer Westerman, CEO

BOARD OF COMMISSIONERS ANNUAL MEETING
Monday, April 24, 2023, Immediately Following the Regular Meeting.
In Person and Zoom

PRESENT:

Chair Marchelle Knapp
Vice Chair Traci Wood
Commissioner Sue Lantz
Commissioner Allan Rudberg
Commissioner David Vasquez
Secretary Jennifer Westerman

ABSENT:

Commissioner Dixie Kolditz

STAFF:

Rachelle Sanders, VIP Manager
Cynthia Mitchell, Executive Assistant/HR

PUBLIC:

MaryAlice Wallis, Mayor for City of Longview

1. CALL TO ORDER

a) Chair Knapp called the meeting to order at 5:03 p.m.

2. CHANGES AND ADDITIONS TO AGENDA, IF ANY: None

3. OPPORTUNITY FOR PUBLIC DISCUSSION: None

4. NEW BUSINESS:

a) Board Action: Election of Officers

Chair Knapp and Vice Chair Wood are both willing to remain in their current positions. The Finance Committee, Sue Lantz and David Vasquez, are also willing to stay on as such.

Commissioner Rudberg made a motion to approve the reelection of Marchelle Knapp as Chair and Traci Wood as Vice Chair. Commissioner Lantz seconded the motion. Passed unanimously.



b) Board Action: Commissioners Swear In

Chair Knapp presented Appendix 1, Housing Authority Code of Conduct to the Board. All present commissioners swore to be bound by it.

5. EXECUTIVE SESSION, IF ANY: None

6. ADJOURNMENT:

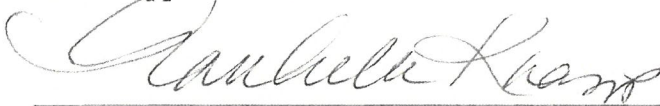
- a) Commissioner Rudberg brought up concerns regarding having a disaster plan. For example, what is the plan if the power goes out while someone wheelchair-bound is on the elevator? Commissioner Rudberg is asking if the board should have a committee to look into such issues. Chair Knapp thinks this is a good thought but that it should be done by staff. Commissioner Rudberg clarified that this would be a request from the board to staff to form this committee. Chair Knapp suggested that the Board wait and reach out to Katie as she suspects a lot of the necessary plans are already in place.

Secretary Westerman responded to say that while the elevators do have a disaster plan in place, HOSWWA does need to develop an all-inclusive disaster plan. The work to develop a disaster plan was started a few years ago and was tabled. Secretary Westerman feels we will need a consultant to help develop the plan and a consultant would need board approval as it was not budgeted for. Chair Knapp proposed that HOSWWA could look at what plans are in place and can work a consultant into the budget and Strategic Plan in the upcoming budget season.

Commissioner Rudberg added that the County has some videos that are related to disaster plans and may have some advice on how to go forward.

- b) The next regular meeting will be Monday, May 22, 2023 at 4:00pm.
c) Chair Knapp adjourned the meeting at 5:15 p.m.

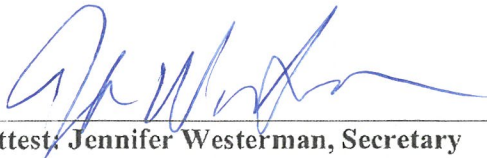
Board Approval of Minutes:



Marchelle Knapp, Chairperson

6/26/23

Date



Attest: Jennifer Westerman, Secretary

6/27/23

Date

