



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

BOARD OF COMMISSIONERS MEETING
Monday, April 24, 2023, at 4:00 p.m.
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
David Glasson, JPCHA Board Chair

1. CALL TO ORDER

a) Chair Knapp called the meeting to order at 4:02 p.m.

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

3. OPPORTUNITY FOR PUBLIC DISCUSSION: None

4. FINANCIAL REPORTS:

a) Secretary Westerman provided financial reports for March 2023 for HOSWWA and Lilac Place, as provided in the Board Packet.

5. CONSENT AGENDA:

a) *Commissioner Lantz made a motion to approve the Consent Agenda. Vice Chair Wood seconded the motion. Passed unanimously.*



6. STAFF REPORTS

- a) **Voucher Status:** On behalf of Ms. Larson, Secretary Westerman gave the Voucher Status Report as provided in the Board packet.

Chair Knapp inquired as to what a Stability Voucher is. Secretary Westerman responded that it is a new voucher program for the homeless. HOSWWA applied about a year ago.

Commissioners commented that the FSS stories were great.

- b) **Property Summaries:** On behalf of Ms. Bonus, Secretary Westerman gave an update on the Property Reports as provided in the Board Packet.
- c) **VIP Summaries:** Ms. Sanders gave an update on the Veteran Integration Program (VIP) as provided in the Board Packet.

7. CHAIR AND SECRETARY REPORTS

- a) **Chair Report:** None.
- b) **Secretary Report:** Secretary Westerman gave her report as included in the Board packet.

Chair Knapp asked if it is still possible to sell solar energy back to PUD and would it directly benefit the tenants to do so. Secretary Westerman replied that it is no longer possible to sell energy back to the PUD. It is being discussed that the savings from the solar panels may be sufficient for HOSWWA to pay for all utilities at Sunrise Village. This would lead to less administrative work.

Vice Chair Wood asked if it was requirement to add the Electric Vehicle spots and how many we needed to add. Secretary Westerman replied that it is percentage-based, and she thinks we need two of them. They are a requirement of the state funding. Commissioner Lantz asked if the spaces will be left empty so that people can charge their vehicles or if they will be assigned to someone. Secretary Westerman replied that we do not yet know.

8. NEW BUSINESS:

- a) Board Action: Resolution 23-09 Sunrise Village

Secretary Westerman reported on Resolution 23-09 which provides for the acquisition, development, construction, equipping, and operation of Sunrise Village.



*Commissioner Rudberg made a motion to approve Resolution 23-09.
Commissioner Lantz seconded the motion. Passed unanimously.*

9. UNFINISHED BUSINESS:

- a) Board Action: Resolution 24-10 By-Laws Revision

At the March board meeting, Secretary Westerman presented the proposed draft changes for the By-laws of the Housing Authority of the City of Longview. In order to provide Commissioners time to review the changes, they could not be approved at that time. Secretary Westerman is now bringing them back for approval. No changes have been made since they were presented last month, but Appendix 1 was added to the document as it is a part of the By-Laws

Commissioner Lantz made a motion to approve Resolution 23-10. Vice Chair Wood seconded the motion. Passed unanimously.

- b) Strategic Plan Update

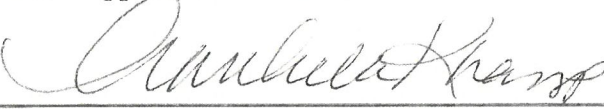
Secretary Westerman presented the Strategic Plan Update as included in the Board Packet.

10. EXECUTIVE SESSION, IF ANY: None


11. ADJOURNMENT:

- a) The Annual Meeting to be held Monday, April 24, 2023, immediately following this meeting.
- b) The next regular meeting will be Monday, May 22, 2023, at 4:00 p.m.
- c) Chair Knapp adjourned the meeting at 5:02 p.m.

Board Approval of Minutes:



Marchelle Knapp, Chairperson 6/26/23
Date



Attest: Jennifer Westerman, Secretary 6/27/23
Date

