



HOUSING OPPORTUNITIES

of SW Washington

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

BOARD OF COMMISSIONERS MEETING April 22, 2024, at 4:00 p.m. In Person and Zoom

PRESENT:

Chair Marchelle Knapp
Commissioner Allan Rudberg
Commissioner Sue Lantz
Commissioner Dixie Kolditz
Commissioner Michael O'Neill
Secretary Jennifer Westerman

ABSENT:

Commissioner David Vasquez

STAFF:

Cecilia Larson, Rent Assistance Program Manager
Katie Bonus, Director of Operations
Alex Wallis, Finance Manager
Patti Olson, Regional Property Manager
Rhonda Compton, Supportive Services Assistant Manager
Liz McGarry, Executive Assistant, temp
Andrew Cunningham, Housing Development Coordinator

PUBLIC:

MaryAlice Wallis, Longview City Council

1. CALL TO ORDER

- a) Chair Knapp called the meeting to order at 4:05 p.m.

2. CHANGES AND ADDITIONS TO AGENDA, IF ANY: No changes

3. OPPORTUNITY FOR PUBLIC DISCUSSION:

- a) Chair Knapp welcomed our new Commissioner, Michael O'Neill. MaryAlice Wallis congratulated everyone on all the projects that HOSWWA has been working on and for the upcoming projects.

4. FINANCIAL REPORTS:

- a) Mr. Wallis provided financial reports for March 2024 for HOSWWA and Lilac Place, as provided in the Board Packet.



5. CONSENT AGENDA:

- a) *Altered the agenda because we did not have any write-offs this month. Commissioner Lantz made a motion to approve the Consent Agenda. Commissioner Rudberg seconded the motion for the Consent Agenda. Passed unanimously.*

6. STAFF REPORTS

- a) **Voucher Status:** Ms. Larson gave the Voucher Status Report as provided in the Board Packet. Ms. Larson also shared a couple of personal letters from clients on how thankful they are to be housed.
- b) **Property Summaries:** Ms. Bonus gave an update on the Property Reports as provided in the Board Packet.
- c) **Supportive Services Division:** On behalf of Ms. Burch, Ms. Compton gave an update on the Supportive Services Division as provided in the Board Packet.

7. CHAIR AND SECRETARY REPORTS

- a) **Secretary Report:** Secretary Westerman gave the Secretary Report as provided in the board packet.

Secretary Westerman reported that we will be hiring more staff before we finish the purchase of Raymond Manor. HOSWWA will receive management fees for purchasing this project and the project will be saved from losing affordability. Ms. Westerman added that the subsidy for Raymond Manor is provided by a voucher contract from HOSWWA. We will be paying off the HUD loan and will only have debt from Commerce and 100% project based vouchers from Rental Assistance Demonstration (RAD).

Chair Knapp asked if the Ocean Beach property will be more project based or income based. Ms. Westerman stated that we are vetting ideas together for discussion and need to consider the location of the property and examine the vouchers that already have been submitted.

Mr. O'Neill inquired if Cowlitz Coordinated Entry data would help with pulling numbers for housing. Ms. Westerman responded by saying it helps us see what the homeless needs are, and we need to make sure it is accurate and up to date. Ms. Knapp noted that there are people out there that are not actively homeless but that are in need of a home. Commissioner Lantz added that there are a number of people staying with families or in RV's and are just getting by. Ms. Knapp



mentioned that these people are not homeless but probably think of themselves as underhoused. She also stated that many people are rent burdened. Ms. Larson added that there are a number of seniors that have been calling about needing housing.

8. NEW BUSINESS:

- a) Board Action: Resolution 24-09 Ocean Beach Lap Loan

To provide the authority to invoice the City of Longview for the payoff of the lap loan. This will stop the timeline with the lap program and will help us redesign and analyze this project.

*Commissioner Rudburg made a motion to approve Resolution 24-09.
Commissioner Kolditz seconded the motion. Resolution Passed unanimously.*

- b) Opening of the Annual Meeting 5:07pm
- c) Election of Officers
Commissioner Rudburg nominated Ms. Knapp as Chair. Chair Knapp nominated Sue Lantz as Vice Chair. O'Neill Seconded the motion. Passed unanimously.
- d) Closing of the Annual Meeting 5:08pm

9. UNFINISHED BUSINESS:

- a) Strategic Plan Update

10. EXECUTIVE SESSION, IF ANY: None

11. ADJOURNMENT:

- a) The next regular meeting will be Monday, May 20, 2024, at 4:00p.m.
- b) Marchelle Knapp adjourned the meeting at 5:49p.m.

Board Approval of Minutes:



Marchelle Knapp, Chairperson Date





Attest: Jennifer Westerman, Secretary



Date

