



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

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

**PRESENT:**

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

**ABSENT:**

Commissioner David Vasquez  
Commissioner Sue Lantz

**STAFF:**

Katie Bonus, Director of Operations  
Alex Wallis, Finance Manager  
Rachelle Burch, Supportive Services Manager  
Elizabeth McGarry, Executive Assistant  
Cecilia Larson, Rent Assistance Program Manager  
Rhonda Compton, Supportive Services Assistant Manager  
Rachelle Burch, Supportive Services Program Manager

**PUBLIC:**

Angie Wean, Longview City Council  
Steven Judd, Finney Neill & Company, P.S  
Jenny Gebhart, Audit Senior Manager, Finney Neill &  
Company, P.S

**1. CALL TO ORDER**

a) Chair Knapp called the meeting to order at 4:00 pm

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

**3. OPPORTUNITY FOR PUBLIC DISCUSSION:**

**4. FINANCIAL REPORTS:**



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

## 5. CONSENT AGENDA:

- a) *Commissioner O' Neill made a motion to approve the Consent Agenda and Write Offs for HOSWWA and Lilac Place. Commissioner Kolditz seconded the motion for the Consent Agenda and Write Offs. Passed unanimously.*

## 6. STAFF REPORTS

- a) **Voucher Status:** Ms. Larson gave the Voucher Status Report as provided in the Board Packet.

Chair Knapp inquired about the explanation of the FSS Program. Ms. Larson responded by saying, The Family Self Sufficiency Program is a program that our Agency offers to our participants. The program helps subsidy participants achieve self sufficiency and reduce their dependence on welfare assistance. By participating in the program, it provides assistance with education, job training and other educational goals. The program also allows them to put money into an escrow account to help purchase a home when they have completed the program.

- b) **Property Summaries:** Ms. Bonus gave an update on the Property Reports as provided in the Board Packet.

- c) **Supportive Services Division:** Ms. Burch gave an update on the Supportive Services Division as provided in the Board Packet.

Chair Knapp inquired to Ms. Larson about the DCYF and was wondering if there are still vouchers available for Children who are coming out of Foster Care. Ms. Larson responded by saying yes, and to receive more information about the vouchers, there are links on our website.

## 7. CHAIR AND SECRETARY REPORTS

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

## 8. NEW BUSINESS:



- a) Board Discussion: Audit

*Auditors from Finney Niell presented the 2023 Audited Financials for HOSWWA and Lilac Place Apartments. There were no findings in the audits.*

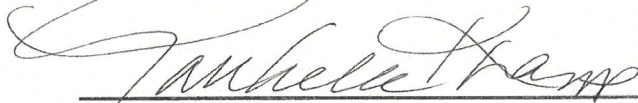
**9. UNFINISHED BUSINESS: None**

**10. EXECUTIVE SESSION, IF ANY: None**

**11. ADJOURNMENT:**

- a) The next regular meeting will be Monday, August 26, at 4:00 p.m.  
b) Chair Knapp adjourned the meeting at 4:55 p.m.

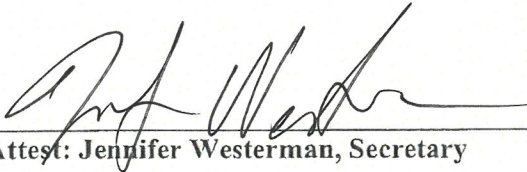
**Board Approval of Minutes:**



Marchelle Knapp, Chairperson

8/26/24

Date



Attest: Jennifer Westerman, Secretary

8/29/24

Date

