

**MINUTES TO THE BOARD OF THE JOINT PACIFIC COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
Tuesday, March 25, 2025, at 10:00 a.m.
Hybrid via Zoom and In Person**

PRESENT:

Chair David Glasson
Vice Chair Rebecca Chaffee
Commissioner Steve Holland
Commissioner Julie Overby
Commissioner Janice Davis
Commissioner Jim Snyder
Secretary Jennifer Westerman

ABSENT:

Staff Present:

Alex Wallis, Finance Manager
Katie Bonus, Director of Operations
Elizabeth McGarry, Executive Assistant
Patti Olson, Regional Property Manager

Lisa Lopez, Finance Director

Public Present:

Jewel Hardy

1. Call to Order:

(a) Chair Glasson called the meeting to order at 10:03 a.m.

2. Changes and Additions to Agenda, if any: No

3. Opportunity for Public Discussion:

4. Financial Reports:

(a) Mr. Wallis reported on the financial reports for January and February 2024 for JPCHA and Driftwood Point as submitted in the Board Packet.

5. Consent Agenda:

(a) *Vice Chair Chaffee made a motion to approve the Consent Agenda. Commissioner Davis seconded the motion. Motion passed unanimously.*

6. Property, Secretary, and Chairperson Reports:

(a) Ms. Olson gave the Property Report as submitted in the board packet.

(b) Secretary Westerman added to her report and stated we had planned to have an MOU with Community Integrated Health Services at Alder House, but they pulled out due to a hiring freeze

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and HOSWWA will be providing those services instead. This will be a good solution as we have a great Supportive Services division that works well with our Property Managers.

7. New Business:

(a) Board Action: Resolution 25-02 Procurement Policy

In the past JPCHA has adopted HOSWWA's procurement policy, we have written a new policy that will save us time and will be easier. This policy was drafted by our attorney.

Vice Chair Chaffee made a motion to approve Resolution 25.02 Procurement Policy. Commissioner Snyder seconded the motion. Motion passed unanimously.

Vice Chair Chaffee inquired about the Solar panels on Alder House. Secretary Westerman responded by saying that the Solar panels are for the whole building. The utilities at Alder House are paid by the property.

8. Unfinished Business: None

9. Executive Session: None

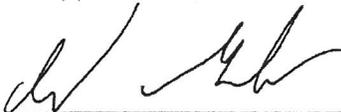
10. Adjournment:

(a) The next Board Meeting will be on Tuesday May 20, 2025, at 10:00 a.m.

(b) Chair Glasson adjourned the meeting at 10:44 a.m.

Respectively submitted by:
Jennifer Westerman, Executive Director

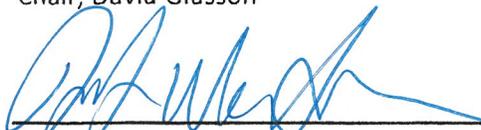
Board Approval of Minutes:



Chair, David Glasson

5/21/25

Date



Attest: Jennifer Westerman, Secretary, Executive Director

5-21-25

Date