



# JOINT PACIFIC COUNTY HOUSING AUTHORITY

820 11<sup>th</sup> Ave. Longview WA 98632

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**Minutes To The Board Of The Joint Pacific Housing Authority  
Board Of Commissioners  
Tuesday, May 20, 2025 at 10:00am  
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  
Lisa Lopez, Finance Director  
Katie Bonus, Director of Operations  
Elizabeth McGarry, Executive Assistant  
Patti Olson, Regional Property Manager

**Public Present:**

**1. Call to Order:**

(a) Chair Glasson called the meeting to order at 10:00 a.m.

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

**3. Opportunity for Public Discussion:**

**4. Financial Reports:**

(a) Ms. Lopez reported on the financial reports for March and April 2024 for JPCHA and Driftwood Point as submitted in the Board Packet.

**5. Consent Agenda:**

(a) *Commissioner Holland made a motion to approve the Consent Agenda. Vice chair Chaffee*



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*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.

Commissioner Hollard inquired about Alder House and when it will be ready for participants to move in. Ms. Olson responded by saying that we should be starting lease up next week.

(b) Secretary Westerman gave her report as provided in the Board Packet.

**7. New Business:**

(a) Board Action: Motion to approve exploration of new organizational structure.

We are proposing that HOSWWA and JPCHA combine agencies through RCW 35.82.300. As of now, HOSWWA manages two sets of agency financials, two board reports, two board meetings, etc.. Combining these two agencies would be beneficial for many reasons.

*Commissioner Holland made a motion to approve the exploration of new organizational structure. Vice Chair Chaffee seconded the motion. Motion passed unanimously.*

b) Board Discussion: Willapa Center Environmental.

During the development of Willapa Center, we encountered contaminated soil. We presume that the contamination is likely from the former hotel's boiler room although it is hard to know. Krazan The department of Ecology entered us into a Voluntary Compliance Program (VCP) and sent a report listing out of the additional actions that must be taken. Funds may come available from the state that would fund the additional cleanup.

*Vice Chair Chaffee made a motion to pursue funding for the monitoring of Willapa Center Environmental. Commissioner Holland seconded the motion. Motion passed unanimously.*

**8. Unfinished Business: None**



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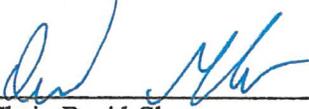
9. **Executive Session:** None

10. **Adjournment:**

- (a) The next Board Meeting will be on Tuesday July 29, 2025, at 10:00 a.m.
- (b) Chair Glasson adjourned the meeting at 11:19 a.m.

Respectively submitted by:  
Jennifer Westerman, Executive Director

Board Approval of Minutes:

	7/29/25
Chair, David Glasson	Date
	
Attest: Jennifer Westerman, Secretary, Executive Director	Date