



# HOUSING OPPORTUNITIES

of SW Washington

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

## BOARD OF COMMISSIONERS MEETING

January 26, 2026, at 4:00 p.m.

In Person and Zoom

### PRESENT:

Chair Marchelle Knapp  
Vice Chair Sue Lantz  
Commissioner David Vasquez  
Commissioner Rayleen Aguirre  
Commissioner Allan Rudberg  
Secretary Jennifer Westerman

### ABSENT:

Commissioner Dixie Kolditz  
Rhonda Compton, Supportive Services  
Program Manager  
Gina McConnell, Assistant Program Manager

### STAFF:

Katie Bonus, Director of Operations  
Alex Wallis, Finance Manager  
Elizabeth McGarry, Executive Assistant  
Cecilia Larson, Rent Assistance Program Manager  
Lisa Lopez, Finance Director  
Patti Olson, Regional Property Manager

### PUBLIC:

Ruth Kendall, Longview City Council  
Erik Halverson, Longview City Council  
Kelly Rupp, Strategic Planner

## 1. CALL TO ORDER

a) Chair Knapp called the meeting to order at 4:04 pm.

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

## 3. OPPORTUNITY FOR PUBLIC DISCUSSION: No

## 4. Board Presentation: Strategic Plan 2026-2030

Kelly Rupp presented the Strategic Plan for 2026-2030. This is a guiding document that defines an organization's long-term goals and outlines the priorities, strategies, and actions needed to achieve them. It provides direction by aligning the organization's



mission, vision, and resources over a set period of time. In short, it serves as a roadmap for decision-making and measuring progress toward desired outcomes.

Mr. Rupp asked Mr. Halverson, what he learned today or what surprised him and how he might want to engage, Halverson responded by saying, it all comes down to getting the government out of the way so that private industries can do their thing. Mr. Rupp responded by saying, that is a decent reflection, the government will only go so far.

Ms. Kendall asked what actions the city could take to help remove existing barriers, noting that these challenges can sometimes be difficult to address. Ms. Westerman responded that Sunrise Village did not encounter such barriers and emphasized that the City of Longview had been very supportive. She noted that staff were exceptional in assisting where possible, including reducing permit fees for the project and providing numerous other helpful accommodations. Ms. Kendall added the city is willing to offer further assistance whenever possible.

Mr. Halverson then asked whether there was a difference between Non-GMA and GMA areas. Mr. Rupp explained that the distinction relates simply to different jurisdictions. Mr. Halverson stated, "part of let's make the affordable housing profitable by reducing these barriers, making tiny houses pencil making modular houses pencil, those types of things. Modify our stormwater, since we don't have to have all those retention basins, especially Longview because we are a dike community and we have a huge facility ready to handle all that storm water. So work with the state on exemptions in that space as well."

## 5. FINANCIAL REPORTS:

- a) Ms. Lopez provided financial reports for December 2025 for HOSWWA and Lilac Place, as provided in the Board Packet.

## 6. CONSENT AGENDA:

- a) *Commissioner Aguirre made a motion to approve the Consent Agenda. Commissioner Vasquez seconded the motion. Passed unanimously.*

## 7. STAFF REPORTS

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

Ms. Burch stated that families who are pursuing certificates of deposit and working to improve their credit scores demonstrate a strong commitment to



achieving long-term financial stability.

Ms. Kendall asked about the sixty-six families currently enrolled and the length of the program. Ms. Larson explained that participants sign a contract and set goals, and the agency can work with them for up to five years, meeting regularly with coordinators throughout that period. She noted that some clients complete the program in less than five years.

- b) **Property Summaries:** Ms. Olson gave an update on the Property Report as provided in the Board Packet.
- c) **Supportive Services Division:** Ms. Bonus gave an update on the Supportive Services Division on behalf of Ms. Compton as provided in the Board Packet.

## 8. CHAIR AND SECRETARY REPORTS

- a) Secretary Report: Ms. Westerman gave an update on the secretary report as provided in the board packet.

## 9. NEW BUSINESS:

- a) Board Action: Motion to approve corrections to resolution numbers

*Commissioner Aguirre made a motion to approve corrections to resolution numbers. Vice chair Lantz seconded the motion. Passed unanimously.*

- b) Board Action: Board Resolution 26-06 Procurement Policy

*Commissioner Aguirre made a motion to approve Resolution 26-06 Procurement Policy. Vice chair Lantz seconded the motion. Passed unanimously.*

- c) Board Action: Motion to approve HOSWWA Strategic Plan 2026-2030

*Commissioner Aguirre made a motion to approve HOSWWA Strategic Plan 2026-2030 Commissioner Vasquez seconded the motion. Passed unanimously.*

## 10. UNFINISHED BUSINESS: None



**11. EXECUTIVE SESSION, IF ANY: Yes**

a) Personnel Discussion: Motion to approve CEO Salary to step five on the wage scale.

Chair Knapp started the Executive session at 5:55 pm


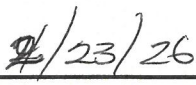
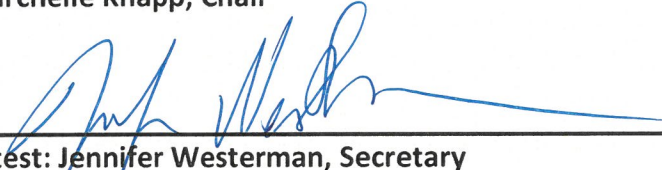
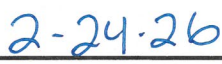
*Vice Chair Lantz made a motion to approve Salary Wage. Commissioner Vasquez seconded the motion. Passed unanimously.*

**12. ADJOURNMENT:**

a) The next regular meeting will be Monday, February 23, at 4:00 p.m.

b) Chair Knapp adjourned the meeting at 6:25p.m.

**Board Approval of Minutes:**

	
Marchelle Knapp, Chair	Date
	
Attest: Jennifer Westerman, Secretary	Date

