



JOINT PACIFIC COUNTY HOUSING AUTHORITY

820 11th Ave. Longview WA 98632

BOARD OF COMMISSIONERS MEETING

April 28, 2026, at 10:00 a.m.

In Person and Zoom

PRESENT:

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

ABSENT:

Commissioner Julie Overby

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 10:01 a.m.

2. Changes and Additions to Agenda, if any:

3. Opportunity for Public Discussion:

4. Financial Reports:

(a) Ms. Lopez reported on the financial reports for February and March 2026 for JPCHA and Driftwood Point, as submitted in the Board Packet.

Vice Chair Chaffee asked what CCAP is paying us for. Ms. Lopez explained that the payment is for supportive services. She further clarified that JPCHA pays CCAP for those supportive services and then bills Pacific County for reimbursement.

Commissioner Snyder inquired about the budget revision. If we are increasing revenue where do the new revenue funds for the budget come from.

Ms. Lopez responded by saying we already have the unbudgeted revenue, which will offset with some of the unbudgeted expenses which will keep the budget in line. We are simply revising to actuality.

5. Consent Agenda:

(a) *Vice Chair Chaffee made a motion to approve the consent agenda if item (e) Driftwood Audit be removed from the Consent Agenda and placed under Financial Reports. Commissioner Snyder seconded the motion. Motion passed unanimously.*

6. Property, Secretary, and Chairperson Reports:

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

Vice Chair Chaffee inquired about the services we offer to our tenants on the properties. Ms. Bonus responded by saying we contracted CCAP for Driftwood Point and CSN for Pacific Pearl. All the other properties have in-house services. Ms. Bonus also added, our Supportive Services staff will be reporting to the Pacific County board soon.

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

Vice Chair Chaffee inquired about a written complaint regarding the laundry machines at River's Edge. Secretary Westerman explained that the only company willing to service the machines in Raymond has not been collecting the coins regularly, causing the machines to become inoperable. She noted that this issue affects all Pacific County properties. We are vetting the option of purchasing washers and dryers and terminating the current contract. If that option is pursued, the cost will need to be included in the budget revision.

7. New Business: None

8. Unfinished Business: None

9. Executive Session: No

10. Adjournment:

(a) Chair Glasson adjourned the meeting at 10:33 a.m.

(b) The next Board Meeting will be on Tuesday June 23, 2026, at 10:00 a.m.

Respectively submitted by:

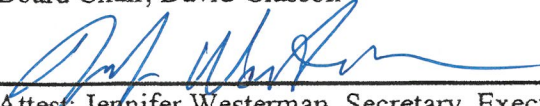
Jennifer Westerman, Executive Director

Board Approval of Minutes:



Board Chair, David Glasson

Date



Attest: Jennifer Westerman, Secretary, Executive Director



Date