



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

BOARD OF COMMISSIONERS SPECIAL MEETING

August 31, 2026, at 4:00 p.m.

In Person and Zoom

PRESENT:

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

ABSENT:

Commissioner Dixie Kolditz
Commissioner Allan Rudberg

STAFF:

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

PUBLIC:

1. CALL TO ORDER

- a) Chair Knapp called the meeting to order at 4:02 pm.

2. CHANGES AND ADDITIONS TO AGENDA, IF ANY: no

3. OPPORTUNITY FOR PUBLIC DISCUSSION:

4. FINANCIAL REPORTS:

- a) Ms. Lopez provided financial reports for July 2026 for HOSWWA, Lilac Place, and Sunrise Village as provided in the Board Packet.

5. CONSENT AGENDA:

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



6. STAFF REPORTS

- a) **Voucher Status:** Ms. Larson gave the Voucher Status Report as provided in the Board Packet.
- b) **Property Summaries:** Ms. Olson gave an update on the Property Report as provided in the Board Packet.

Ms. Olson also noted that another tenant at Sunrise Village was referred to us by our attorney. This is the same tenant involved in court proceedings a few months ago with over nearly \$9,000 in unpaid rent. She paid the balance with financial assistance from her grandmother but has since stopped paying rent again. Although assistance has been offered, she has not engaged with those efforts and is currently unresponsive to requests for signatures on the necessary documents.

Commissioner Aguirre commented on Phoenix House and how the numbers look better than past months and why that is. Ms. Olson responded by saying it is because we are getting better referrals and our Service's Department has been doing well with outreach and explaining what Phoenix house does and who can apply.

- c) **Supportive Services Division:** Ms. Compton provided an update on the Supportive Services Division, as outlined in the Board Packet.

7. CHAIR AND SECRETARY REPORTS

- a) **Secretary Report:** Secretary Westerman provided an updated Secretary report as provided in the board packet.

Secretary Westerman added to her report that she attended a meeting with the Association of Washington Housing Authorities (AWHA) and the Assistant Secretary of HUD to discuss the Work and Dignity Coalition. HUD has encouraged housing authorities to voluntarily join the coalition, which emphasizes self-sufficiency, time limits on voucher assistance, and work requirements for voucher recipients. Secretary Westerman noted that the primary concern with adopting the program is timing, as the agency is currently managing numerous HUD changes and our Admissions Department is already stretched thin.

Secretary Westerman also added, at the previous meeting, the Board added a displacement preference for vouchers. She reported that an apartment complex in Wahkiakum County had recently burned down, leaving 10 households without housing. The county is assisting by placing some residents in a hotel, while others are staying in tents at the fairgrounds. The households are believed to have incomes



below 30% of area median income and are expected to meet the eligibility criteria.

Chair Knapp stated that this situation illustrates why the displacement preference is necessary. She noted that housing options are extremely limited for households at or below 30% of area median income and that the agency has an opportunity to provide assistance during this time of need. She added that there are few opportunities for the agency to assist households in Wahkiakum County. Commissioner Vasquez, noting the significant need and the agency's ability to help.

Secretary Westerman asked whether the Board wanted to make vouchers available to the displaced households. The Board agreed unanimously to do so.

8. NEW BUSINESS:

- a) Board action: Motion to Approve Resolution 26-12 Eagle Point Roof Repair

Commissioner Aguirre made a motion to approve Resolution 26-12 Eagle Point Roof Commissioner Kolditz seconded the motion. Passed unanimously.

9. UNFINISHED BUSINESS: No

10. EXECUTIVE SESSION, IF ANY: Yes

- a) Personnel Discussion

Chair Knapp started the Executive Session at 4:53 pm
Ended the Executive Session at 5:20 pm

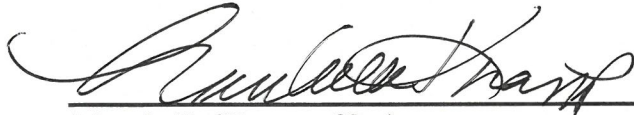
Upon returning to session, the Board of Commissioners voted on whether they found evidence to support retaliation. All Commissioners were polled to determine on retaliation. All Commissioners stated that there was no evidence of retaliation.



11. ADJOURNMENT:

- a) The next regular meeting will be Monday, October 26, at 4:00 p.m.
- b) Chair Knapp adjourned the meeting at 5:26 p.m.

Board Approval of Minutes:



Marchelle Knapp, Chair

9/28/26

Date



Attest: Jennifer Westerman, Secretary

9/28/26

Date

