

**Spokane Housing Authority
Board of Commissioners Regular Meeting
Minutes for February 26, 2018**

- 5. Executive Director's Report** – Pam Tietz reported there will be a tour of properties on May 9th for board members and staff, and more information will be sent out soon; and reported on the progress of the revision to the ordinance for joint resolution of the Housing Authority. Mrs. Tietz then asked the board about changing the April board meeting to April 30th since there are meetings that a majority of the executive staff will be attending on April 23rd.
- 6. New Business**
- a. Resolution #692 to approve the SEMAP (Section Eight Management Assessment Program) score to HUD.** – After discussion led by Alex Liberman and Pam Tietz, Commissioner Nevala moved to adopt Resolution #692 as presented, Commissioner Campbell seconded the motion, and all approved unanimously.
 - b. Resolution #693 to approve revisions to the Section 8 Housing Choice Voucher Administrative Plan.** – After discussion Vice Chair Bailey moved to adopt Resolution #693 as presented, Commissioner Campbell seconded the motion, and all approved unanimously.
 - c. Motion to amend and ratify Resolution #690 regarding Utility Rates** – After discussion Commissioner Campbell moved to amend and ratify Resolution #690, Commissioner Johnson seconded the motion, and all approved unanimously.
 - d. Motion to approve Out-of-Region Travel for Director Tietz to Washington D.C. to attend the 2018 Washington NAHRO Conference** – After discussion, Vice-Chair Bailey made a motion to approve the travel, Commissioner Johnson seconded the motion, and all approved unanimously.
 - e. Housing Development Director, Brian Jennings,** provided an update on Wilbur-Cook, including that relocation of occupied units would begin in March. Mr. Jennings also reported that RAD is moving along after several discussions with HUD staff.


Chair James convened the regular meeting to executive session for 20 minutes at 4:30 P.M., then extended the executive session for an additional 10 minutes at 4:50 P.M.

- 7. Executive Session to discuss items related to RCW 42.30.110 (b) "To consider the selection of a site... when public knowledge regarding such consideration would cause a likelihood of increased price."**

Chair James reconvened the regular meeting at 5:00 P.M.

- 8. Unfinished Business** - None.
- a. Resolution #694 to authorize Pam Tietz to negotiate a purchase price** – After discussion, Commissioner Nevala moved to adopt Resolution #694, seconded by Commissioner Campbell, all approved unanimously.
- 9. Adjournment** – Chair James adjourned the meeting at 5:02 P.M.

Chair: 
Keith James

Secretary: 
Pamela Tietz, Executive Director

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Board Attendees:

Keith James, Chair
Larry Johnson, Commissioner
Kai Nevala, Commissioner

Besse Bailey, Vice Chair
Gretchen Campbell, Commissioner
Kammi Smith, Counsel

Board Absentee:

Andre Wicks, Commissioner

Staff Attendance:

Pam Tietz, Executive Director
Lori Hays, CFO/Deputy Director
Alex Liberman, Director of Housing Assistance Programs
Diana Klasen, Director of Property Management
Brian Jennings, Housing Development Director

1. **Convening of the Meeting** – Chair James called the meeting to order at 3:30 P.M.
 - a. **Public comments** – Joycelynn Straight commented on a lack of response by workers, to which Pam Tietz voiced she would follow up directly with her and staff.
 - b. **Recognition of Staff Longevity in January 2018** – Chair James presented the longevity awards to staff listed below.
 - 2/16/2017 Jessica Christianson – 1 year
 - 2/16/2017 Gisela Dalke – 1 year
 - 2/21/2017 Laurie Twining – 1 year
 - 2/6/2006 Amanda Carpentier – 12 years
 - 2/10/1997 Jana Larson – 21 years
 - 2/28/2005 Melynn Beetham – 13 years
 - c. **2017 Employee of the Year** - Chair James announced and congratulated Art Sterling on being chosen as the 2017 Employee of the Year.
2. **Commissioner Comments** – Vice Chair Bailey discussed that the finance Committee has decided to allow financial reporting to be one month behind to allow for timelier board packets and more in depth analysis of financials. Commissioner Johnson stated that the construction at Valley 206 continues to move at a fast pace.
3. **Action on Proposed Resolutions and Motions**
 - a. **Deferred to new business or unfinished business**
4. **Consent Calendar** – All items listed under the "Consent Calendar" are considered routine and will be enacted *by one motion* unless a Commissioner or citizen so requires, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.
 - a. **Approval of Minutes from Regular Meeting on January 22, 2018**
 - b. **Review of Utilization Report for January 2018**
 - c. **Review of month-end Financial Reports for January 2018**
 - d. **Resident Group Reports**
 - e. **News & Notes**
 - 4.e.1 **Executive Director**

Vice-Chair Bailey moved to approve the Consent Calendar, Commissioner Johnson seconded the motion, and all approved unanimously.