

**Spokane Housing Authority
Board of Commissioners Regular Meeting
Minutes
May 24, 2021**

Board Attendees:

Besse Bailey, Chair

Keith James, Commissioner

Amber Waldref, Commissioner

Kai Nevala, Vice Chair

Joycelynn Straight, Commissioner

Kammi Smith, Counsel

Board Absentees:

Scott Kerwien, Commissioner

Staff Attendance:

Pam Parr, Executive Director

Lori McGowan, CFO/Deputy Director

Alex Liberman, Director of Housing Assistance Payments

Brian Jennings, Housing Development Director

Diana Klasen, Director of Property Management

Reid Wells, Human Resource Manager

Kathy Clark, Controller

Amanda Carpentier, Communications Coordinator

- 1. Convening of the Meeting** – Chair Bailey called the meeting to order at 3:34 PM.
 - a. Partner Presentation – Better Health Together presentation on their Equity Journey** was presented by Alison Poulsen, Executive Director, and Hadley Morrow, Director of Equity Engagement. Their early work started in 2018 with defining health equity, then moving forward in 2019 to establishing equity staff. In 2020, they were able to launch Equity 101 training for partners, and in 2021 have established an Equity HR Training cohort, provide healing spaces for BIPOC Partners, and engaging with BIPOC communities.
 - b. Public comments** – none.
 - c. Commissioner Comments** – Commissioner Waldref talked about The Zone’s discussions about how to access housing assistance on June 1st. Commissioner Straight mentioned speaking with landlords and asked for a link.

- 2. 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**
 - b. Review of Utilization Reports**
 - c. Review of month-end Financial Reports**

Commissioner Nevala moved to approve the consent calendar, seconded by Commissioner Waldref, all approved unanimously.

- 3. Executive Director’s Report** – Pam Parr reported that SHA is still working some decisions related to reopening the lobby, Moving To Work Cohort 2 was not awarded to SHA, the Annual Planning RFP received 9 responses. Chair Bailey and vice-chair Nevala will be

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reviewing the proposals for the best three to interview. Pam discussed the board vacancies and progress there, progress with Continuum of Care, SHA is adding several positions to the Housing Assistance Programs (HAP). Lori McGowan spoke about the HAP program reserves to cover the cost of the new positions. Pam discussed how recruiting has been tough, and a salary survey may need to be completed to ensure competitiveness. Commissioner Straight asked for access to the RFP responses, which Pam stated she would send to the board.

- 4. Development Director's Report** – Brian Jennings reported 24 RAD sites remain to be relocated, for which an extension has been applied. \$7.5 Million in proceeds currently. Still working on Cornerstone and Pearl for year 15 early exit. Two resolutions in the board packet, first Brian talked about the Daybreak property. A letter of intent was presented and was responded with changes. The Sandborn site is a property adjacent to Hifumi En, the property could potentially add a good number of units. The third property is a piece of surplus land held by the County on University Road. Commissioner Straight shared excitement with potential development near a transit.

5. New Business -

- a. Motion to approve CARES Act waivers' extensions** – Alex Liberman discussed the extensions to the CARES Act waivers, which relate to ability to have additional time to complete HQS recert inspections, new applicant requirements including identity and income verifications, and about housing people more quickly through December 31, 2021. After discussion, Commissioner Straight moved to approve, seconded by Vice-Chair Nevala, all approved unanimously.
- b. Resolution # 746 – HCV Payment Standards With an 8/1/2021 Effective date** – Alex Liberman discussed the need to make a mid-year change to payment standards, including the rental market, number of vouchers issued, rent rates in the area, requests for exceptions to the payment standard, an increase of time between when vouchers are issued and leased up.

Commissioner Waldref left the meeting at 5:00 PM.

Alex talked about the decision to take a proactive approach and bring this forth now with 110% payment standards for specific bedroom sizes and areas. After discussion, Commissioner James moved to adopt Resolution #746 with a revision as mentioned, Commissioner Straight seconded, and all approved unanimously.

Chair Bailey closed the regular session to executive session at 5:04 PM for 15 minutes.

- 6. Executive Session** - Regarding items related to RCW 42.30.110 (c) "To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price."

Chair Bailey readjoined the regular meeting at 5:20 PM.

7. Unfinished Business

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- a. **Consideration Resolution # 743 - Authorizing Executive Director to enter into a PSA with Daybreak Youth Services of Spokane for acquisition of developable property, Resolution # 744 – Authorizing Executive Director to enter into a PSA with the property owner for Acquisition of developable property known as the Sanborn Site, and Resolution # 745 – Authorizing Executive Director to enter into a PSA with the County for surplus land –** Commissioner James moved to adopt resolutions for all three resolutions, seconded by Vice-Chair Nevala, all approved unanimously.

8. Adjournment – Chair Bailey adjourned the meeting at 5:22 PM.

DocuSigned by:
Chair: Besse Bailey
Besse Bailey, Chair

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Secretary: Pamela J Parr
Pamela Parr, Executive Director