

**Spokane Housing Authority
Board of Commissioners Regular Meeting
Minutes
September 26, 2022**

1. Convening of the Meeting – Chair Bailey called the meeting to order at 3:32 PM.

a. Roll Call

Board Attendees:

Besse Bailey, Chair	Kai Nevala, Vice Chair
Keith James, Commissioner	Joycelynn Straight, Commissioner
Amber Waldref, Commissioner	Kammi Smith, Counsel

Board Absentees:

Jenny McClenathan, Commissioner	Randy Bustamante, Commissioner
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Staff Attendance:

Pamela Parr, Executive Director
Lori McGowan, Deputy Director/CFO
Brian Jennings, Housing Development Director
Arielle Anderson, Director of Housing Programs
Diana Klasen, Director of Property Management
Kathy Clark, Controller
Meghan Regis, Policy Analyst
Reid Wells, Human Resources Manager

Guest Attendance:

Ishmal Nunez, BDS

b. Public comments – None.

c. Commissioner Comments – Commissioner Straight thanked the Board for being allowed to attend the NAHRO conference and expressed what a wonderful experience she had. She discussed the beneficial information she received regarding helping additional members in our community with housing needs..

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 (July 25, 2022 & August 25, 2022)

b. Review of Utilization Reports

c. Review of month-end Financial Reports (June & July 2022)

Commissioner James had a question regarding the bad debt reports. A discussion followed regarding our delinquency rates and how SHA was progressing with collecting or handling them and what improvements were recognized. Commissioner James then moved to approve the consent calendar, seconded by Commissioner Straight. All approved unanimously.

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- 3. Executive Director’s Report** – Pam Parr discussed recent attendance at the NAHRO meeting in which she was awarded the NAHRO Fellowship Medal, which is a great honor and, moving forward, she gets to start mentoring other NAHRO members to continue to grow and improve in the housing community. The NAHRO conference was very successful and quite a few sessions revolved around the “great resignation”. Information about the special October Board meeting for the presentation of the FY 2023 PHA Annual Plan and MTW ACC and supplement to the annual plan was shared and calendar invites to be sent out. Discussion occurred regarding the issues resulting from the Agnes Kehoe Department of Commerce HOME monitoring in which contradictions in leasing homeless units supported by HOME funds and Project Based Vouchers surfaced. Pam updated the Board on what steps she has taken in order to have a resolution. She updated the Board on Hifumi En and the opt out of its Multi-family Project Based funding. Tenant Protection Vouchers have been awarded through ACC and are on track for issuance with an effective date of November 1, 2022. Pam discussed the October 1, 2022, HUD FMR increase and that payment standards are being updated for presentation at the regular October Board meeting. She announced that the 34 additional Housing Choice Vouchers we were awarded to the agency. Pam then asked Lori McGowan, CFO/ Deputy Director, to provide an update to the Board on our tax credit property insurance coverage renewal and the issues and changes.
- 4. Development Director’s Report** – Brian Jennings discussed submitting the HTF application for the Hifumi EN development project this week as well as the intent to exit the contract for consulting VOA on its Crosswalk Youth Shelter. He announced that there are 10 units remaining to sell of the RAD Scattered Sites units and discussed the current housing market and options of potential selling them as a bundle to investors if individual offers begin to wane. Commissioner James asked about the City of Spokane Valley and wanted to know if they were still looking for a development partner and Brian discussed that there were still discussions in the works.
- 5. New Business**
- a. BDS Presentation on SHA’s Strategic Plan Final Draft** – Ishmal Nunez presented the final draft of the Spokane Housing Authority’s Strategic Plan 2023-2027 and provided a summary of what went into the planning and creation of this plan. Chair Bailey commented on how much improved this plan was to the prior Strategic Plan and appreciated all the work that staff put into the creation of the final product.
- b. Consideration of Resolution #773 for adoption of Spokane Housing Authority’s Strategic Plan.** – Commissioner James moved to approve Resolution #773 with the amendments to the dates to cover the period of 2023-2027, seconded by Commissioner Nevala, all approved unanimously.
- 6. Adjournment** – Chair Bailey adjourned the meeting at 4:35 P.M.

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Chair: Besse Bailey
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Besse Bailey (Chair)

Secretary: Pamela J. Parr
Pamela Parr, Executive Director