



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING
MINUTES

The Public is invited to attend the Regular Meeting of the Board of Commissioners at:
Wednesday, January 16, 2019 at 1:00p.m.
Clallam County Courthouse-Commissioner's Meeting Room
223 E 4th St.
Port Angeles, WA 98362

CALL TO ORDER

The meeting was called to order at 1:03 p.m. by Commissioner Weed.

ROLL CALL

Present were: Commissioners Teal, Lindholm, Weed, Shusterman, Tinker, Turner, Casey. Staff members present were Executive Director Kay Kassinger, Legal Counsel Allison Mahaney, and Executive Administration Specialist Minna Angevine.

REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

Executive Director Kassinger requested the addition of State Auditor's Office (SAO) presentation of the Entrance conference for the Peninsula Housing Authority for the audit period of Fiscal Year End 2018. Melody Schneider from the SAO presented on the scope of the audit that will be performed for Peninsula Housing Authority.

COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

None

CONSENT AGENDA

Approval of consent agenda: Executive Director Kassinger's January Timesheet, January Regular Meeting Minutes, January Check Registers excluding Outpost. Moved by Commissioner Tinker, seconded by Commissioner Shusterman. Voice Vote. Approved.

Outpost January Check Register. Moved by Commissioner Teal, seconded by Commissioner Turner. Voice Vote. Approved. Commissioner Tinker abstained.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Kassinger presented a written report and asked if there were any questions prior to her proceeding with her verbal report.

Commissioner Shusterman asked for an update on the Government shutdown and how it was affecting Peninsula Housing Authority. Executive Director Kassinger stated that USDA properties had their January subsidy payments processed and funded in December. Housing Choice Voucher and Public Housing programs were funded through February. Executive Director Kassinger stated that the only program that has been affected by the shutdown in the Self-Help program due to USDA staffing on layoff and unable to process draws. Commissioner Turner asked if there would be an issue with the loan approval process when the Government opens back up. Executive Director Kassinger reported there should be no issue with that.

Executive Kassinger reported that the Homelessness Task Force Review Committee drafted funding recommendations to the Clallam County Commissioners on the 2060/2163 funds. Peninsula Housing

Authority requested \$25K for the Eklund Heights predevelopment design and the recommendation was to fund \$22K. Peninsula Housing Authority is now waiting for the Clallam County Commissioners to make the final decision.

Executive Director Kassinger reported that Peninsula Housing Authority has had 2 recent graduates of the Family Self Sufficiency Program (FSS). One of the families graduated with \$17K.

Commissioner Teal asked if the Year to Date expenses for the Lee Plaza were correct. Executive Director Kassinger stated that she would double check with Comptroller Dotlich and report at the February Board Meeting.

REPORTS FROM COMMISSIONERS

Commissioner Shusterman had nothing to report.

Commissioner Richardson reported that Mental Health Dollars have been secured to help fund the Recovery Café.

Commissioner Teal had nothing to report.

Commissioner Turner reported that the Boys & Girls club still needs to secure \$2 million to reach their goal and break ground in April. The Boys & Girls club is looking to hire a part-time consultant for the final push to reach their goal. Commissioner Turner reported that the waitlist for the Boys & Girls club has reached 180 kids.

Commissioner Casey had nothing to report.

Commissioner Lindholm had nothing to report.

Commissioner Tinker reported that Sarge's Place is looking at Timberland Homes to build a 6 bedroom home for low income, aging individuals with housing issues.

Commissioner Weed had nothing to report.

OLD BUSINESS

None

NEW BUSINESS

Resolution 2019-01 – A/R Write-offs


Moved by Commissioner Shusterman, seconded by Commissioner Teal. Voice Vote. Approved.

Adjournment: The meeting adjourned at 2:21 p.m.

Next Meeting:

Wednesday, February 20, 2019 at 1:00 p.m.
Clallam County Courthouse-Commissioner's Meeting Room
223 E 4th St.
Port Angeles, WA 98362


Secretary (Pro tem)


Board Vice-Chair



Seal: