



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING MINUTES
Wednesday, August 21, 2013 at 1:00 p.m.

The Public is invited to attend the meeting of the Board of Commissioners at:
Clallam County Courthouse
Clallam County Commissioner's Room
Port Angeles WA 98362

CALL TO ORDER

The meeting was called to order at 1:00 p.m. by Commissioner Turner.

Present were: Commissioners Flodstrom, Teal, Rymph, Turner, Hancock, Shusterman and Fleck. Also present were staff members Executive Director Pam Tietz, Director of Acquisition and Development Kay Kassinger, Director of Asset Management Sarah Martinez and Executive Assistant Teresa Rodocker. Legal Counsel Neupert was also in attendance.

ADDITIONS TO THE AGENDA

The second resolution on the agenda should read Resolution #2013-30. Director of Acquisition and Development Kassinger requested that we add Amended Resolution #2011-10 to the agenda and Director of Asset Management Martinez requested that we add Resolution #2013-31 to the agenda. Copies of these resolutions were distributed. Commissioner Shusterman moved that the agenda be adopted as amended. Seconded by Commissioner Teal. Voice Vote. Approved.

REQUEST FOR COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

No Public in attendance, however Commissioner Turner did explain that Dr. Locke, Health Officer for Clallam County, would be joining us at 1:30.

CONSENT AGENDA

Approval of consent agenda: July Regular Meeting Minutes and Director Tietz's July Time Card. Moved by Commissioner Rymph, seconded by Commissioner Flodstrom. Voice Vote. Approved. Commissioner Turner then noted that the July Check Registers were not included in the request for approval and asked for an amendment to the motion, to include the July Check Registers. Commissioner Rymph asked that the format to the agenda be adjusted to include that in one section. Commissioner Rymph moved that the amended consent agenda be approved, seconded by Commissioner Flodstrom. Voice Vote. Approved.

EXECUTIVE DIRECTOR'S REPORT

Director Tietz provided a verbal report as follows:

Sunbelt:

Conversations continue to be held with Serenity House and Peninsula Behavioral Health, who will be looking at the property once again on September 10th.

HUD:

Fair Market Rents have been sent out for comments. While it was raised last year, it was lowered this year. Clallam County will not be affected greatly, however Jefferson County will be. A copy was passed around for review.

Strategic Plan:

This has been provided to the staff for feedback and a summary of that will be provided to the board at the next meeting.

Jefferson County:

Last month's meeting was positive, with approximately 25 people in attendance. The next meeting will be September 28th at 4 pm.

Legislative Contact:

A letter is being put together to send to legislators in which a request will be made to remove the requirement that an annual recertification be completed for those participants who only receive Social Security income, with the suggestion that those recertifications be completed every other or every third year. This will reduce the amount of paperwork being done for those participants who have limited income changes. Additionally, a request is being made to have the requirement of certain submissions to HUD be removed. It was explained that HUD has access to all of the information they request from us, the reports are just in a different format. This will reduce the workload for those staff involved. Commissioner Tietz asked that contact be made with the State Housing Association to see if support can be gathered for these requests.

Union Contract:

Legal Counsel Neupert explained that this can be done in both regular and executive session and a request was made by Commissioner Turner to move the discussion to the end of the agenda.

October Meeting:

This will be held in Port Townsend at the PHA offices.

Regional Housing Forum:

The forum will be held on November 20th in Jamestown. This is the same day as our board meeting and Commissioner Turner asked Executive Assistant Rodocker to ensure that a meeting place was secured for the board to meet directly after the Regional Meeting.

REPORTS FROM COMMISSIONERS

Commissioner Fleck reported that a fundraiser was being held to benefit NORVN on Saturday, August 24th in Forks.

Commissioner Teal reported that she attended the Affordable Housing Meeting. Also, Mr. Todd Wexman contacted her with some concerns and she wanted to let the board know that he had ended the conversation upset with what he felt was the lack of response from her. Lastly, the Seabreeze Mobile Home Park is up for sale and this may affect the housing of some of our clients, herself included.

OLD BUSINESS

Methamphetamine Contaminated Units: Dr. Locke with the Clallam County Health Department joined the meeting at this time and provided information to the board regarding various aspects of the situations revolving around methamphetamine use. He addressed the facts that the situation is not black and white in Washington. As our state was one of the first to pass a law, numbers were not exact when determining what numbers reflected heavy contamination. If testing was done and units met those numbers than all was ok. However, new information turns this into a gray area, as the numbers are still based on the old laws, but there has been work done to determine that this may no longer mean a strong contamination. When the original law was passed, radical clean up was standard and it may no longer be necessary to meet this, but it is still necessary to meet the standards outlined in the law. Examples given is that California states that 15 micrograms for every 4X4 inch is safe, however, Washington levels still state .1 micrograms for the same size is the maximum for safety. Additionally, Dr. Locke feels that the issue of contamination due to use versus lab should be addressed as well. Due to the issues PHA is currently addressing as related to this situation, Dr. Locke was asked to return to our next board meeting to provide advice.

NEW BUSINESS

Open Public Meetings Act – Legal Counsel Neupert addressed the Open Public Meetings Act and how it applies to the housing authority. PHA is under this requirement, as the Commissioners are appointed by elected officials and the PHA is incorporated under state law. The breakdown is that a meeting is considered a meeting when action is taken. Action is meant to include deliberations, discussion, voting, etc. A majority of the members is a quorum and a meeting of a quorum includes any time a majority is together and discussing PHA business.

Resolution #PHA-2013-29 – Approve FY2013 SEMAP Certification. Moved by Commissioner Shusterman, seconded by Commissioner Flodstrom. Voice Vote. Approved.

Resolution #PHA-2013-30 – Approval to enter Eklund Heights into Land Acquisition Program with the Housing Finance Commission. Moved by Commissioner Shusterman, seconded by Commissioner Fleck. Voice Vote. Approved.

Amended Resolution #PHA-2011-10 – Approve amendment to original resolution to revise the funding amount. Moved by Commissioner Teal, seconded by Commissioner Hancock. Director Kassinger explained why the amendment was needed and explained that the resolution addressed increased award amounts, with lower interest rates. Voice Vote. Approved.

Resolution #PHA-2013-31 – Approve the Amended Annual Plan for the 2013 Capital Fund Grant. Moved by Commissioner Flodstrom, seconded by Commissioner Rymph. Voice Vote. Approved.

The board entered into Executive Session at 2:45 pm for approximately 10 minutes in order to discuss Union negotiations.

The General Board Meeting reconvened at 2:55 pm.

Next Meeting:
Wednesday, September 18, 2013 at 1:00 p.m.
Clallam County Courthouse
Clallam County Commissioner’s Room
Port Angeles WA 98362

Adjournment: The meeting adjourned at 2:56 p.m.

Secretary

Board Chair

Seal: