



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES SPECIAL SESSION WEDNESDAY, MARCH 18, 2020 AT 12:00 PM

The Commissioners of the Housing Authority of the City of Tacoma met in Special Session at 12:00 PM on Wednesday, March 18, 2020, via conference call at 902 South L. Street, Tacoma, WA 98405.

1. CALL TO ORDER

Chair Young called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 12:01 PM.

2. ROLL CALL

Upon roll call, those present and absent were as follows:

PRESENT	ABSENT
Commissioners	
Chair Derek Young	
Vice Chair Stanley Rumbaugh	
Commissioner Dr. Minh-Anh Hodge	
	Commissioner Dr. Arthur C. Banks
Commissioner Shennetta Smith	
Staff	
Michael Mirra, Executive Director	
Sha Peterson, Executive Administrator	
April Black, Deputy Executive Director	
Ken Shalik, Finance Director	
Toby Kaheiki, Human Resources Director	
Frankie Johnson, Property Management Director	
Kathy McCormick, Real Estate Development Director	
Sandy Burgess, Administrative Services Director	
Julie LaRocque, Rental Assistance Director	
Cacey Hanauer, Client Support and Empowerment Director	

Chair Young declared there was a quorum present @ 12:02 pm and proceeded.

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3. NEW BUSINESS

3.1 RESOLUTION 2020-03-18 (1) (Emergency Actions Authorization)

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, on January 31, 2020, the United States Department of Public Health and Human Services Secretary Alex Azar declared a public emergency for the novel coronavirus (COVID-19) beginning on January 27, 2020; and

WHEREAS, on February 29, 2020, Washington State Governor Jay Inslee signed a Proclamation declaring a State of Emergency exists in all counties in the State of Washington due to the number of confirmed cases of COVID-19 in the state and directed that the plans and procedures of the Washington State Comprehensive Emergency Management Plan be implemented; and

WHEREAS, Pierce County and the City of Tacoma have also issued emergency declarations; and

WHEREAS, extraordinary and expedient measures are required to protect the Tacoma Housing Authority's business operations and the public health, safety and welfare of Tacoma Housing Authority employees, clients, residents and the public; now, therefore

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

1. the Tacoma Housing Authority Executive Director (or designee) is authorized to take any emergency actions and/or contingency plans as may in his judgment be needed to protect agency operations and the health, safety and well-being of agency employees, clients, vendors and the public as a whole;
2. the Executive Director shall inform the Board Chair when the Executive Director uses this authority;
3. these emergency authorizations shall be effective immediately and shall remain in place until (a) the state of emergency as declared by the Governor of the State of Washington has ended or (b) this resolution is terminated, modified or superseded by a later act of the Board of Commissioners.

Comments: According to Executive Director (ED) Mirra, Tacoma Housing Authority (THA) is already discovering where this authorization would be useful and necessary. If approved, this resolution would allow rules permitting staff to work from home. If they can't work from home and cannot go to work, continue

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full-pay status. Vice Chair Rumbaugh stated that even with this flexibility, it will not be an easy job. Although he approves paying people who are unable to work from home and cannot come to the office, he would like to know the authority allowing this. According to ED Mirra, he consulted with Gordon Thomas Honeywell who approved THA's proposal. Deputy Executive Director (DED) Black added that THA also acquired an Attorney General opinion through the Association of Washington Housing Authorities (AWHA). DED Black will send the AGO information to Vice Chair Rumbaugh. Another concern according to Vice Chair Rumbaugh, is what to do with senior facilities in the event that someone acquires the virus or becomes symptomatic; what steps will THA take? DED Black responded that THA's Emergency Operations Committee (EOC) does not have an answer to this question yet, but the sub-group assigned to this should have an answer that will be posted on THA's website by the end of today or tomorrow morning. Vice Chair Rumbaugh stated that some elements of this should be isolation or quarantine of the person who becomes ill, access to medical care and some sort of sanitization of places the person has been. DED Black assured Vice Chair Rumbaugh that the EOC team is putting together a proposal to address this. ED Mirra added that overall, THA would like the board to understand that this is a new circumstance and this resolution will provide the need for flexibility. ED Mirra is also participating in City and County discussions regarding evictions. Commissioner Smith asked if THA will also stop moving people into vacant units. According to DED Black, at this point unit turns and leasing are on the list of essential operations.

Upon roll call, the vote was as follows:

AYES:	4
NAYS:	None
Abstain:	None
Absent:	1

Motion Approved: March 18, 2020

Derek Young, Chair

4. COMMENTS FROM COMMISSIONERS

Vice Chair Rumbaugh is grateful to ED Mirra and THA staff for their consistent efforts to serve.

10. ADJOURNMENT

There being no further business to conduct, the meeting ended at 12:21 pm.

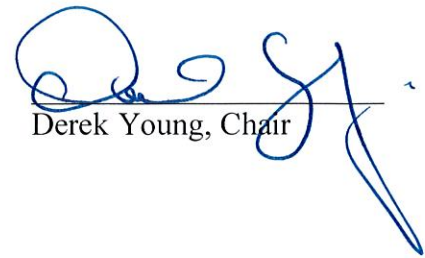
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APPROVED AS CORRECT

Adopted: March 25, 2020



Derek Young, Chair

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