



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES REGULAR SESSION WEDNESDAY, FEBRUARY 28, 2018

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at E.B. Wilson, 1202 South M. Street, Tacoma, WA at 4:45 PM on Wednesday, February 28, 2018.

1. CALL TO ORDER

Chair Flauding called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 5:02 PM.

2. ROLL CALL

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

PRESENT	ABSENT
Commissioners	
Chair Janis Flauding	
Vice Chair Minh-Anh Hodge (arrived late at 5 pm)	
	Commissioner Arthur Banks
Commissioner Stanley Rumbaugh (arrived late at 5 pm)	
Commissioner Derek Young	
Staff	
Michael Mirra, Executive Director	
Sha Peterson, Executive Assistant	
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	
Greg Claycamp, Client Services Director	
Sandy Burgess, Administrative Services Director	

Chair Flauding declared there was a quorum present @ 5:03 pm and proceeded.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Chair Flauding asked for any corrections to, or discussion of the minutes for the Regular Session of the Board of Commissioners on Wednesday, January 24, 2018. Commissioner Rumbaugh moved to adopt the minutes, Vice Chair Hodge seconded.

Upon roll call, the vote was as follows:

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

Motion approved.

4. GUEST COMMENTS

Susan Harmon Payne—6th Avenue Resident

Ms. Payne expressed her concern about Tacoma Housing Authority's (THA) financial future in light of the federal budget. Ms. Payne is grateful to THA for a place to stay, but she can see ways where THA can save money; she recommended having signs in the buildings informing tenants that if they have a fire in their unit, they will be responsible for damage expenses and fire truck charges. She is also concerned for safety reasons about bicycles being left out. Director Johnson will look into the fire truck charges and noted that THA does charge tenants for damage expenses when they have a fire in their units.

Karen Scott—North G

Ms. Scott agrees with Ms. Payne and feels it would also be beneficial in her building to have signs reminding tenants of their responsibilities. She is happy that a nightmare tenant is finally gone from her building. The tenant used to deal drugs through her window. Ms. Scott asked why tenant leases do not seem to matter. The nightmare tenant managed to not pay her rent for 8 months.

Before the renovation, tenants were told that building cameras would make a difference; yet there is a naked man with a baseball bat roaming the halls at 3 am. She believes he needs to take his medication and that he is in the wrong facility. She feels that THA can solve the problem by enforcing the lease. Ms. Scott also mentioned that they have bed bugs again at her building and would like more information.

5. COMMITTEE REPORTS

Real Estate Development Committee—Commissioner Rumbaugh

The committee did not meet, but will have a discussion after the Council of Large Public Housing Authorities (CLPHA) meeting in Washington, D.C.

Finance Committee—Vice Chair Hodge and Commissioner Young

Nothing to report.

Education Committee—Vice Chair Hodge

Nothing to report.

Citizen Oversight Committee—Commissioner Banks

Commissioner Banks was not in attendance.

6. COMMENTS FROM THE EXECUTIVE DIRECTOR

Executive Director (ED) Michael Mirra handed the Commissioners a CLPHA summary of the proposal from the Trump Administration for the 2019 Housing and Urban Development (HUD) budget. The administration proposes to cut HUD programs by nearly 15%. This would be very bad for THA, but according to ED Mirra, people in a position to know believe the proposal will not be influential with Congress. Congress has not yet passed a 2018 budget. It has until March 23rd to do so.

ED Mirra distributed copies of an article in U.S. News & World Reports on college homelessness. It mentions the THA-TCC partnership.

Finance

Finance Department (FD) Director Ken Shalik directed the board to the finance report. Line 14 shows THA a bit under budget. THA purchased New Look and James Center in 2017, but remained within budget (line 72 shows an overall surplus of \$1.4M).

Director Shalik directed the board to the cash position which shows a balance of \$15M. Line 4.20 shows \$9.4M of restricted cash, and 5.20 shows \$2M of total agency liabilities. THA has a total of \$3.6M in unencumbered cash, which is lower than desired, but we are anticipating \$9M from RAD at close out. Commissioner Rumbaugh would like to see tracking mechanisms in place for property financials. Director Shalik hopes that progress on the software conversion will allow for that in the near term.

ED Mirra inquired about the Boston Financial buyout. According to Director Shalik, THA has approval from Boston Financial on the price, but Boston Financial is asking for either a bond or a line of credit to cover its losses during the remainder of the compliance period should THA mismanagement cause it to lose tax credits. THA has two choices — buy a bond at a cost of \$250k or set-up a \$2.5M line of credit at a cost of \$60k. THA has decided to go with the line of credit option. Director Shalik has a meeting scheduled with

Boston Financial to discuss the details. He hopes to have a resolution for the board to consider at its March meeting.

Vice Chair Hodge moved to ratify the payment of cash disbursements totaling \$5,157,111 for the month of January 2018. Commissioner Rumbaugh seconded.

Upon roll call, the vote was as follows:

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

Motion Approved.

Administrative Services

Administrative Services (AS) Director Sandy Burgess directed the board to her report. She is excited to report that the Highland Crest and Outrigger acquisitions near Tacoma Community College (TCC) will be housing their first CHAP student.

AS will work on the Rental Assistance Demonstration (RAD) conversion of the remaining public housing units. They are at Salishan 1-6, Hillside Terrace I and Bay Terrace II. THA must first satisfy HUD's requirement for assurance that the conversion will meet the physical needs of the properties over the next 20 years. ED Mirra reminded Director Burgess that THA will not be converting the rest of the housing units without first determining if THA can draw down the remainder of its "Faircloth" public housing subsidies for THA's unsubsidized portfolio, and then converting them under RAD to Section 8 units. According to Director Burgess, staff did the research and results indicate that THA can do this, but will need to go through a mixed-finance application process with HUD.

Other Updates from AS:

- Asset Management is hiring an asset manager. The position has been posted and interviews are scheduled in March with a hire goal of April.
- AS hired a business process improvement analyst who will be presenting his Business Process Improvement rollout to sub-Cabinet.
- Emergency Preparedness Plan is almost done. THA's risk manager has been training tenants on fire prevention and working with property management to identify fire stops, as well as engaging the fire department.
- AS needs to hire a Salesforce process analyst who will work with the Salesforce administrator.

Client Services

Client Services (CS) Director Greg Claycamp was not in attendance. Deputy Executive Director April Black addressed the board on his behalf. Top conversations have been around the waitlist and Housing Opportunity Program (HOP) vouchers. Policy, Innovation and Evaluation (PIE) met this week to complete the policy work. This work should conclude in March.

THA is moving along with CHAP issuance; there is another waitlist opening February 26 to issue CHAP vouchers. TCC increased staff on the program and PIE is happy to have the resources available. The program selects as many people on the waitlist that the market is able to absorb. Chair Flauding asked what happens if THA does not have enough places for tenants to use their vouchers. According to Director Black, THA is watching that carefully and is working on a utilization plan to recruit more landlords.

Property Management

Property Management (PM) Director Frankie Johnson directed the board to her report. She is projecting key-to-key unit turns to reduce to 11-15 days in the March report for February. Commissioner Rumbaugh noted that the board has been waiting for this progress for a long time. He asked if the effort is taking work away from other needs, such as work orders. Director Johnson said it has made an impact but she hopes to find the right balance. She noted that PM continues to address 100% of emergency work order within 24 hours.

Director Johnson informed the board that she reached out to the tenant who had contacted Vice Chair Hodge regarding her concerns at Bergerson Terrace. The PM team is handling the concerns. Vice Chair Hodge thanked Director Johnson.

Chair Flauding asked Director Johnson to extend the board's appreciation to her team for all the work they do.

Real Estate Development

Real Estate Development (RED) Director Kathy McCormick directed the board to her report.

- Financing for Alberta Canada has closed and renovation and demolition have started. Things are going fairly smoothly.
- Staff submitted a 2018 9% tax credit application for 1800 Hillside Terrace, which was successful. The RED team is excited.
- Things are going smoothly at Allenmore Townhomes. It should be complete in May. RED entered into a property management agreement with Quantum

Management. THA is financing the purchase with a loan from Harborstone \$7.5M loan. Staff will bring the documents to the board for approval in March.

- MetroParks has issued a RFP for its Portland Avenue Community Center and adjacent land. THA and KWA are preparing a response. They will propose that MetroParks transfer the land to THA pursuant to an Interlocal Governmental Agreement. THA would then lease the land to KWA, which would manage the center. KWA will invest \$2M in the Community Center, where they expect to serve 250-300 seniors a day. KWA will also fund a \$5M endowment and will raise another \$5M for operations as part of this program. THA would also lease land to KWA for a senior apartment building. THA would develop it for KWA. RED will present the resolution for the inter-governmental agreement to the board.
- THA will sell 3 acres of Hillsdale Heights property to KWA at market rate. THA will develop a senior apartment building on that parcel. KWA will own and manage the building. This will be a very good way to provide the senior element to the intergenerational campus THA has been planning for the site. ED Mirra inquired about the HUD schedule for issuing invitations to apply for the Section 202 financing for senior housing. According to Director McCormick, there is no schedule but RED will be ready for it when HUD publishes it.
- Commissioner Rumbaugh inquired about the Wright Street dirt contamination. Director McCormick said THA will be purchasing the property next door. Contamination is 40 feet down so there is no serious threat, but THA will dig a well to make sure contamination is not migrating or rising through the soil. Commissioner Rumbaugh is concerned, especially if contamination is floating in the water. According to Director McCormick, staff will be monitoring the issue and also monitoring off gassing, but she will talk with environmental engineering as well.

7. OLD BUSINESS

None.

8. NEW BUSINESS

9.1 RESOLUTION 2018-02-28 (1) (2018 MTW Plan Amendment)

WHEREAS, The MTW Plan is required by HUD; and

WHEREAS, The purpose of the MTW Plan is to establish local goals and objectives for the fiscal year; and

WHEREAS, Rising rental costs in Tacoma’s rental market and stagnant HUD funding make it hard for THA to serve the same number of families with flat funding; and

WHEREAS, THA owns property referred to as Arlington Drive. THA had planned to sell this land for future developments, and THA seeks to retain the property to provide a Crisis Residential Center (CRC) and rental housing for housing and social services to assist low income homeless youth without families and homeless young adults; and

WHEREAS, THA’s Board of Commissioners must approve any changes proposed to HUD; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City Of Tacoma, Washington, that:

THA’s Executive Director is authorized to submit proposals to HUD to amend THA 2018 MTW Plan in two ways:

- Adopt a 95% Moving to Work baseline utilization target. This will require amending “Section II. B Leasing Information” of the 2018 MTW Plan; and
- Retain THA’s property at Arlington Drive. This will require amending “Section II. A. Changes in Housing Stock” of the 2018 MTW Plan.

Commissioner Rumbaugh motioned to approve the resolution. Commissioner Young seconded the motion.

Upon roll call, the vote was as follows:

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

Motion Approved: February 28, 2018

Janis Flauding, Chair

**9.2 RESOLUTION 2018-02-28 (2)
(Updating THA’s Administrative Plan: HOP Changes)**

WHEREAS, the Administrative Plan relates to the administration of the Housing Opportunity Program and is required by HUD; and

WHEREAS, the purpose of the Administrative Plan is to establish policies for carrying out programs in a manner consistent with HUD

requirements and local goals and objectives contained in THA’s Moving to Work plan; and

WHEREAS, Tacoma Housing Authority’s Housing Opportunity Program (HOP) has a five-year time limit for work-able households; and

WHEREAS, the first of these time limits will expire in April 2018; and

WHEREAS, staff completed a full analysis of this program; and

WHEREAS, staff consulted a wide array of community members,

WHEREAS, Changes to the Administrative Plan must be approved by THA Board of Commissioners; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City Of Tacoma, Washington, that:

THA’s Executive Director is authorized to revise THA’s Administrative Plan Chapter 18, related to the Housing Opportunity Program in the following ways:

Policy Proposal	Administrative Plan Section Requiring Revision
<p>REVISE THE HARDSHIP EXTENSION POLICY</p> <p>Housing Opportunity Program (HOP) Rental Assistance Extension Hardship Policy:</p> <p>THA will offer work-able households with extreme shelter burdens two types of limited extensions of the rental assistance. To qualify, a household must experience a shelter burden requiring more than 50% of its income for rent and utilities once the rental assistance ends.</p> <p>Households must also meet one of the criteria below: Unexpected Loss of Income: 90 day Extension <i>Within three (3) months prior to the final housing assistance payment, households may request a 90 day extension by showing:</i></p>	<p>18.XXII “Hardship Policy”</p>

Policy Proposal	Administrative Plan Section Requiring Revision
<p>an extraordinary change in circumstances resulting in an unforeseen loss of income that occurs within the three months prior to voucher expiration.</p> <p>Examples of an extraordinary change may include:</p> <p>One or more household members with income have permanently left the household. A household member's medical or health condition is preventing a work-able adult from working or is causing a reduction in work hours for a currently employed adult.</p> <p>Active Participation in a Program or Activity to Increase Earnings: Up to 1 year Extension <i>Within three (3) months prior to the final housing assistance payment households may request up to a 1 year extension by showing:</i></p> <p>A member of the household must be participating in a qualifying program to increase income; and</p> <p>the household must remain participating in the qualifying program until the end of the shelter burden or the end of the extension (whichever occurs first).</p> <p><i>"Qualifying programs" are any programs or activities that must likely result in the reduction of shelter burden. Examples of qualifying programs include: degree, vocational certificate, workforce development activity and the completion of FSS.</i></p> <p>Households must be in compliance with THA policies.</p> <p>THA staff, in consultation with the household, will determine the duration of the extension but in no case shall it last longer</p>	

Policy Proposal	Administrative Plan Section Requiring Revision
<p>than 1 year beyond the expiration of the 5 year time period.</p> <p>Any adult member of the household may be participating in the qualifying program or activity. This is not restricted to the head of household(s).</p> <p>THA will eliminate the need for households to present their justification for their request to a review committee. Instead, we will use a simplified process to protect the dignity of the participant households and save THA staff time.</p> <p>If an extension request is denied, the household may request an appeal. THA will have up to 20 business days to review the request and make a determination.</p>	
<p>REVISE THE POLICY REGARDING HOUSEHOLDS THAT MAY TRANSITION TO WORK-ABLE</p> <p>A household can switch over the course of the program from non-work-able to work-able and from work-able to non-work-able.</p> <p>The date the non-work-able household transitions to work-able will be the date used to calculate the five year time-limit. The time limit may be removed if the household transitions back to non-work-able.</p>	<p>18.IV. "Overview of Participant Criteria"</p>
<p>EXPAND HOP'S ELDERLY/DISABLED CRITERIA</p> <p>THA recommends expanding the HOP's definition of disability to include those exempt from the TANF work requirement listed in WAC 388-301-0350.2 The approved exemptions are further defined in the WAC and include: an adult (55+) caretaker relative providing kinship care for a child, an adult with a documentable severe and chronic disability, an adult required in</p>	<p>18.IV. "Overview of Participant Criteria"</p>

Policy Proposal	Administrative Plan Section Requiring Revision
the home to care for a child with special needs and an adult required to be in the home to care for another adult with disabilities.	

Comments:

PIE Director Black thanked Project Manager Aley Thompson for her hard work on this project, which was larger than anticipated.

Commissioner Young motioned to approve the resolution. Vice Chair Hodge seconded the motion.

Upon roll call, the vote was as follows:

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

Motion Approved: February 28, 2018

 Janis Flauding, Chair

**9.3 RESOLUTION 2018-02-28 (3)
 (Brawner & Company, Financial Advisor Services)**

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

WHEREAS, THA’s contract with Brawner and Company for financial services for real estate development projects; and

WHEREAS, The contract has a limit of \$1,300,000.00; and

WHEREAS, THA is reaching this limit and will require more services from Brawner & Company for the HOPE VI RAD conversion project and other development projects; and

WHEREAS, THA staff anticipate that THA will need an additional \$526,500.00, for services from Brawner & Company through 2018; and

WHEREAS, Brawner & Company’s performance under the contract has been satisfactory; and

WHEREAS, THA receives reimbursement for its predevelopment costs, such as the cost of services from Brawner & Company, when projects are completed; now, therefore, be it

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

THA's Executive Director is authorized to increase the amount of the contract with Brawner & Company an additional \$526,500.00.

Commissioner Rumbaugh motioned to approve the resolution. Vice Chair Hodge seconded the motion.

Upon roll call, the vote was as follows:

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

Motion Approved: February 28, 2018

Janis Flauding, Chair

**9.4 RESOLUTION 2018-02-28 (4)
(Amend Foster Pepper PLLC Legal Services Contract)**

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

WHEREAS, On March 14, 2017, THA entered into a Contract for Legal Services with Foster Pepper PLLC. The contract stipulates that each engagement under the contract will require a Letter of Engagement (LOE) detailing the Scope of Work and associated fees for services. Section 2.1 of the Contract also indicates that the contract amount "shall not exceed \$150,000 unless approved by the Board of Commissioners"; and

WHEREAS, On October 25, 2017, a Resolution of the Board of Commissioners 2017-10-25 (1) was approved for an increase of \$168,500; and

WHEREAS, With the approval of Resolution 2017-10-25 (1), the total Not To Exceed of the contract increased to \$316,350.00; and

WHEREAS, THA has estimated an additional \$423,000.00 will be needed for the Legal Services contract; now, therefore, be it

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

Authorize THA's Executive Director to increase the contract amount with Foster Pepper LLLP by \$423,000.00 for a total not-to-exceed of \$739,350.00

Vice Chair Hodge motioned to approve the resolution. Commissioner Young seconded the motion.

Upon roll call, the vote was as follows:

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

Motion Approved: February 28, 2018

Janis Flauding, Chair

**9.5 RESOLUTION 2018-02-28 (5)
(Approval of Executive Director as THA's Registered Agent for all THA Entities)**

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

WHEREAS, On June 27, 2007, THA approved Resolution 2007-06-27(3) directing that THA's Executive Director serve as THA's designated agent pursuant to RCW 4.96.020(2); and

WHEREAS, THA's legal counsel recommends that THA's Executive Director also be listed on State and County Records as the registered agent for all entities in which THA holds a managing interest; now, therefore, be it

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

Authorize THA Staff to execute the steps necessary to specify THA Executive Director on State and County Records as the designated agent for THA and as the registered agent for all entities in which THA holds a managing interest.

Comments:

Commissioner Rumbaugh asked if THA has a process to track registered agents and the contracts they sign so they are not overlooked. According to Director

Burgess, THA will be creating a process and are watching things carefully. Commissioner Rumbaugh asked that she report on this next month.

Commissioner Rumbaugh motioned to approve the resolution. Commissioner Young seconded the motion.

Upon roll call, the vote was as follows:

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

Motion Approved: February 28, 2018

Janis Flauding, Chair

**9.6 RESOLUTION 2018-02-28
(ESHAP Legacy Policy for Households Enrolled in the 2017-2018 School Year)**

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

WHEREAS, Tacoma Housing Authority (THA) and the Tacoma Public School District (TPS) are redesigning the Elementary School Housing Assistance Program (ESHAP) for expansion in the fall of 2018; and

WHEREAS, during this redesign the 38 presently enrolled ESHAP families (legacy families) are experiencing considerable uncertainty about the rules governing their rental assistance and their obligations in the program;

WHEREAS, THA and TPS wish to provide these legacy families with more certainty and stability as they recover from their experience of homelessness;

WHEREAS, THA and TPS staff consulted with these families on how to do that, and developed recommendations and program changes the purpose to apply only to these families;

WHEREAS, Changes to the ESHAP must be approved by THA Board of Commissioners; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City Of Tacoma, Washington, that:

Authorize THA's Executive Director to adopt these policy documents and update the ESHAP Program Manual to read substantially as follows:

1. Continue to allow present ESHAP legacy families to attend the school of their choice. Encourage them to opt into their neighborhood school that is closest to their home or verify to THA that they have a reliable method of transportation if they opt to enroll elsewhere.
2. Legacy families must engage in their child's education, at minimum by ensuring that their children are attending school on-time every day. For households with children enrolled in TPS, the ESHAP Education Specialist will gather monthly attendance reports from each TPS school, including excused and unexcused absences, tardies, and early dismissals.

For program families who are enrolled in non-TPS schools, the ESHAP caseworker will assist parents with setting up their parent portal accounts. This is a database school districts use to provide parents access to their child's academic reports. THA will require each household to log into their portal and submit a monthly attendance report to the THA caseworker.

If the parent portal is not actively updated by the school, or if the household does not have device access to log into a portal, THA will require the household to request a monthly attendance report from their school administrator.

3. ESHAP staff will review attendance reports on a monthly basis and identify households with student absences and tardies. ESHAP staff will pursue the following actions if the student is not attending school daily and on time:
 - 2 absences or tardies will trigger THA to issue a "nudge letter" to the household, which is a gentle reminder to families about the importance of on-time school attendance;
 - 5 absences or tardies will trigger an in-person meeting with the ESHAP caseworker and/or a school administrator to address attendance concerns and resolve any barriers that might prevent the student from attending school on time;
 - 7 absences or tardies will trigger a conditional termination letter from THA that will notify the household that they are out of compliance, that THA will terminate them from the program but will offer them a chance to confer about alternative consequences that THA in its sole discretion, may consider. To explore alternatives, the letter will explain, the family must contact ESHAP staff within 10 business days to confer. When determining the consequences, THA will consult with TPS and will consider case-by-case circumstances that may have caused the student's truancy, including tardies that have district-related causes, such as delayed school bus-transportation.
4. Legacy households must engage with the THA caseworker by checking-in at least

once every 30 days using the method of communication identified in each household's individualized training and services plan. Methods of communication may include phone call, in-person meetings, text-message, e-mail or letter.

- If the household fails to check-in with the caseworker after 30 days, THA will issue a reminder letter to the home and the household will receive a phone call. The household will have 10 business days to respond;
 - If the household does not follow up, THA will issue a conditional termination letter that states that THA will terminate them from the program but will offer them a chance to confer about alternative consequences that THA in its sole discretion, may consider. To explore alternatives, the letter will explain, the family must contact ESHAP staff within 10 business days to confer.
5. THA will guarantee eligible legacy program households an extension of the Housing Choice Voucher (HCV) to July 1, 2019. During this time, they will retain a rental subsidy based upon family income. On July 1, 2019, all such households will transition to the HOP. HOP rules and policies shall govern their rental subsidy. They will no longer participate in the ESHAP program.

Households must demonstrate that they are engaged in a qualifying self-sufficiency activity. "Qualifying activities" is any activity in which will increase earned income for a sustained period. Examples of qualifying self-sufficiency activities include: degree, vocational certificate, homeownership programs or completion of Family Self-Sufficiency (FSS) program.

Comments:

PIE Director Black thanked Project Manager Amy Van's hard work on this project. This resolution would be for the 40 families in the program until redesign. Chair Flauding asked if the families' 5 years would start over when they receive HOP. According to Director Black, families would have received 3 years of income based housing and 5 in subsidy. PIE did consult with the families who expressed their appreciation. PIE also worked closely with Tacoma Public Schools. Vice Chair Hodge stated that it was a very good idea to include student absentees and tardies requirement.

Vice Chair Hodge motioned to approve the resolution. Commissioner Young seconded the motion.

Upon roll call, the vote was as follows:

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

Motion Approved: February 28, 2018

Janis Flauding, Chair

9. COMMENTS FROM COMMISSIONERS

Commissioner Rumbaugh thanked ED Mirra and staff for the tremendous outreach and work they have done to help the community understand the MTW and HOP challenges THA faces. The support letters show THA partners' investment in the programs. Commissioner Rumbaugh added that he attended the Metro Parks luncheon where there was a nice shout out to THA as a community member for this effort.

Chair Flauding thanked everyone for their hard work. She then announced that she is getting married and moving! August will be her last board meeting and last day as commissioner. She is hopeful THA will find someone to replace her after 13 years. According to ED Mirra, staff will provide him with two names for the City Mayor to consider. He also said that before she leaves us we will find a way to thank Chair Flauding for her service to THA. Chair Flauding said that she would like a signed baseball.

10. EXECUTIVE SESSION

11. ADJOURNMENT

There being no further business to conduct the meeting ended at 6:35 PM.

APPROVED AS CORRECT

Adopted: March 28, 2018



Janis Flauding, Chair