



# TACOMA HOUSING AUTHORITY

## BOARD OF COMMISSIONERS MEETING MINUTES SPECIAL SESSION FRIDAY, February 1, 2013

The Commissioners of the Housing Authority of the City of Tacoma met in Special Session at 902 South L Street, Tacoma, WA at 12:00 PM on Friday, February 1, 2013.

### 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 12:10 PM.

### 2. ROLL CALL

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

PRESENT	ABSENT
---------	--------

#### Commissioners

Janis Flauding, Chair  
Greg Mowat, Vice Chair  
Arthur C. Banks, Commissioner  
(arrived at 12:20 PM)

Stanley Rumbaugh, Commissioner  
Rose Lincoln Hamilton, Commissioner

#### Staff

Michael Mirra, Executive Director  
Christine Wilson, Executive Administrator  
Ken Shalik, Finance and Administration  
Director  
April Davis, REMHS Director  
Barbara Tanbara, Human Resources Director  
Nancy Vignec, Community Services Director  
Walter Zisette, RED Director  
Todd Craven, Administration Director

Chair Flauding declared there was a quorum present @ 12:11 and proceeded.

### 3. STRATEGIC PLANNING

ED Mirra opened the Strategic Planning Special Session. He stated its purpose was to review proposed changes to THA's strategic directives and proposed performance measures for its strategic objectives. He noted that the proposals will be familiar to the

Board. Commissioners served on the drafting committees. The Board has received the drafts as they evolved. He also noted the individual discussions he has had with Commissioners about the drafts.

ED Mirra reviewed the proposed changes to the Statements of Vision, Mission, Values. Chair Flauding appreciates the addition of leadership to the values statement.

Director Vignec reviewed the Housing and Supportive Services strategic objectives. She underscored the significance of this objective and noted its appearance first on the list. She noted that the term “resident” would change to “tenant”. She explained that THA strives for housing participants to succeed as tenants who can live without assistance. The term “resident” might invite the expectation that households will stay indefinitely. She also noted the addition of asset building. Director Vignec walked thru the performance measures for this strategic objective.

Director Zisette reviewed the Housing and Real Estate Development strategic objective. He walked through its performance measures. The Board asked that it also include a performance measure that counts the number of bedrooms receiving THA’s housing and rental assistance. The Board also agreed to add the cost per square foot per year to the table showing measurements of cost efficiency and leveraging THA developments of purchases.

Director Black reviewed the Property Management strategic objective and its performance measures, including its use of surveys. The Board requested that the residents receive feedback on the surveys conducted and that residents be asked to rate THA management. The Board also requested THA utilize CHEF for customer organizing and consultation.

Director Shalik reviewed the Financially Sustainable Operations strategic objective and performance measures. The Board agreed to add the value of our assets. Director Shalik will also add the average value of the overall property and the value per unit.

Director Zisette reviewed the Environmental Responsibility strategic objective and performance measures. The Board agreed to add utility consumption per unit as a measure.

ED Mirra reviewed the Advocacy and Public Education Strategic objective and performance measures. The Board discussed the creation of a THA Advisory Group to provide a sounding board for proposed initiatives. The Board also added residents and voucher holders to the list of THA “Champions”.

Director Craven reviewed the Administration strategic objective and performance measures.

With the changes discussed, the Board indicated its agreement for the proposed changes to the Statements of Vision, Mission and Values, the proposed changes to the strategic

objectives and the proposed performance measures. The Board thanked staff for their work on the strategic plan. ED Mirra stated these documents will come to the Board in resolution at the February board meeting.

**4. GUEST COMMENT**

None.

**5. OLD BUSINESS**

None.

**6. NEW BUSINESS**

None

**7. ADJOURNMENT**

There being no further business to conduct the meeting ended at 1:45 PM.

**APPROVED AS CORRECT**

**Adopted:** March 27, 2013

  
Janis Flauding, Chair