



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES REGULAR SESSION WEDNESDAY, June 26, 2013

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at 902 South L Street, Tacoma, WA at 4:45 PM on Wednesday, June 26, 2013

1. CALL TO ORDER

Vice Chair Mowat called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 5:16 PM.

2. ROLL CALL

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

PRESENT	ABSENT
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Commissioners

Greg Mowat, Vice Chair
Arthur C. Banks, Commissioner
(arrived at 5:09 PM)
Stanley Rumbaugh, Commissioner
(arrived at 5:16 PM)

Janis Flauding, Chair

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
Tina Hansen, Interim RED Director
Todd Craven, Administration Director

Vice Chair Mowat declared there was a quorum present @ 5:16 PM and proceeded.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Vice Chair Mowat asked for any corrections to or discussion of minutes for the Regular Session of the Board of Commissioners for Wednesday, May 22, 2013. Commissioner Banks moved to adopt the minutes, Commissioner Rumbaugh seconded.

Upon roll call, the vote was as follows:

AYES: 3
NAYS: None
Abstain: None
Absent: 2

Motion approved.

4. GUEST COMMENT

Hope Rehn, resident of Wright Street Apartments, addressed the BOC. SAFE has reviewed the new draft THA leases provided comments. The SAFE picnic has been scheduled for July 26, noon at People's Park. Ms. Rehn has received several complaints from various tenants that their buildings are not being kept clean. Ms. Rehn does not believe there is enough maintenance staff assigned to the buildings to get the work done. Four units in her building at Wright Street tested positive for meth. Ms. Rehn would like hallways in the buildings also tested for meth. She is aware of people in the building smoking meth and states she reported this activity to the authorities.

Sheila Bass, resident of G Street addressed the BOC. She too reported that her building is very dirty. Ms. Bass is concerned about how she is being treated by THA staff. She states they are being disrespectful when speaking to her by telling her to move along when she is trying to talk to them. She also reports health problems since moving into THA housing. She is concerned about the air quality in the building due to people smoking in the building and the bedbug treatment. She is concerned the air quality in the building is not safe and healthy. Ms. Bass stated she has been burned by the bedbug chemicals. She requested the BOC visit the building for an extended period of time to understand her concerns.

Karen Scott, resident of G Street addressed the BOC. She reported since the last board meeting another unit located two units away from her unit was identified as infested with bedbugs. She reports that close to 10% of the units in her building have been infested. Ms. Scott has reviewed the BOC minutes over the past several meetings she has been present to address the board and does not believe the minutes reflect her comments accurately. She provided photographs this evening of her unit prior to the bedbug infestation and how she had arranged her home. It is very different now. Ms. Scott presented a schematic of the floor she lives on at G Street and a chronology of the building infestation. Ms. Scott believes the treatment is pushing the bedbugs to surface in other units. She is recommending THA move all the residents out of G Street and treat the entire building. Ms. Scott states this was Chair Flauding question to staff at a recent BOC meeting. Director Black stated that THA has consulted with other Housing Authorities about their best practices, as well as consulting with bedbug pest experts. There will be an inspection of the entire building on Friday, June 28th. Ms. Scott

provided a packet of information for the BOC and requested that Chair Flauding who was not in attendance be given the packet. [The packet was mailed to Chair Flauding.]

5. COMMITTEE REPORTS

Real Estate Development Committee – Commissioner Rumbaugh reported he drove by the Hillside Terrace construction project, great to see all of the construction activity. He is also looking forward to the upcoming Hillside Terrace Groundbreaking event on July 2nd.

Finance Committee – Commissioner Mowat reported the committee did not meet.

Citizen Oversight Committee – Commissioner Banks reported there was a misunderstanding with the meeting location and he was unable to attend.

6. ADMINISTRATIVE REPORTS

Executive Director

ED Mirra referred the board to his report and welcomed questions. [No minutes taken due to a lack of a quorum of the BOC during this report].

Finance

Director Shalik directed the board to his report and welcomed questions. He reviewed the agency financials and the expenditures for meth damages to units. Director Shalik explained that the HUD funding to date reflects the pro-rations under a continuing resolution with last year's budget. This includes further reductions for sequestration. He states that considering these budget challenges, we are in good financial shape. Commissioner Rumbaugh asked when THA would receive the HUD rebenchmarking payment. Director Shalik stated in approximately 2 months. Commissioner Rumbaugh would like to see these funds used for property acquisition. ED Mirra stated HUD is looking for the money to be obligated to a designated project. Hillside Terrace would qualify.

Commissioner Rumbaugh moved to ratify the payment of cash disbursements totaling \$5,459,349 for the month of May, 2013. Commissioner Banks seconded.

Upon roll call, the vote was as follows:

AYES:	3
NAYS:	None
Abstain:	None
Absent:	2

Motion Approved

Real Estate Management and Housing Services

Director Black directed the board to her report and welcomed questions. No minutes taken due to a lack of a quorum of the BOC.

Real Estate Development

Interim Director Hansen directed the board to her report and welcomed questions. No minutes taken due to a lack of a quorum of the BOC.

Community Services

Director Vignec directed the board to her report and welcomed questions. No minutes taken due to a lack of a quorum of the BOC.

Administration

Director Craven directed the board to his report and welcomed questions. He presented the new THA website to the BOC using the smart board. Commissioner Rumbaugh asked how much time is spent updating the website, Director Craven stated approximatley 20 hours/week upfront, but that number should decrease over time as the content is loaded. He explained that the new web site will make updates a lot easier in comparisoin with the old web site. He said that ongoing application development for MTW, FSS, Reasonable Accommodation Database, and Performance Evaluations are ongoing. Effective June 14, 2013, we no longer have insurance coverage for meth and mold damage to THA units. ED Mirra recounted the discussion at the the HARRP board meeting he attended when this decision was made.He also recounted the residual issues the termination of coverage have raised that will require further discussion with HARRP. He added that Director Black is leading the agency on a responsible path for meth testing levels that was described earlier in her board report. THA is anticipating the ongoing annual cost of meth damage to the agency at approximately \$1M/year. ED Mirra believes we are responding as a landlord should and not to ignore the contaminated units. The Tacoma Police Department has reported that since the meth plan started , crime reporting rates are going down significantly (e.g, at Salishan, which the police said had already been one of the city's safest areas, crime reporting has declined another 70%), tenants are reporting that they feel safer in their neighborhoods, and rent default percentages have declined. Director Vignec shared a recent exchange with Lister Elementary parents at a public meeting where they voiced community support for THA's meth plan and for terminating tenants whose homes had been identified contaminated for meth. Commissioner Rumbaugh would like to look at means to reduce the anticipated ongoing cost of \$1M for clean-up. ED Mirra stated REMHS will look more closely when screening applicants. Commissioner Rumbaugh believes screening is part of the solution. He would like THA to research using a trained dog to identify units that have been exposed to meth. Commissioner Rumbaugh is certain dogs can identify meth usage from outside the unit.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 RESOLUTION 2013-3-26 (1), APPROVAL OF TENANT ACCOUNT RECEIVABLE WRITE OFFS

WHEREAS, Tacoma Housing Authority (THA) provided housing services to Public Housing and Housing Choice Voucher participants who discontinued housing assistance with debt owing to THA.

WHEREAS, Tacoma Housing Authority (THA) provided housing assistance payments to property owners in excess to the amount the owner is entitled to receive and the owner has not repaid this amount to THA.

WHEREAS, each individual included in this tenant account write off has been notified of their debt and given the opportunity to pay prior to this resolution.

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

1. authorizes THA staff to “write off” the following accounts and send these debts to an external collection agency to pursue collection action:

<i>Write Off- Collect</i>	Project	Client #	Balance
	Section 8		
		00004625	\$190.00
		000212	\$558.00
		000322	\$2,628.00
		000411	\$1,302.00
		000468	\$3,970.00
		000580	\$1,152.00
		119628	\$744.00
		125335	\$2,888.00
		127269	\$119.00
		129529	\$478.00
		130395	\$94.00

135496	\$344.00
136086	\$194.00
141881	\$102.00
712013	\$554.00
712205	\$654.00
712782	\$798.00
712934	\$416.00
713083	\$839.00
713108	\$727.00
713444	\$685.00
714084	\$379.00
714177	\$641.00
714342	\$520.00
714584	\$780.00
714665	\$760.00
714808	\$621.00
714905	\$678.00
714988	\$864.00
715142	\$793.00
715192	\$451.00
715216	\$488.00
716079	\$1,124.00
716309	\$399.00
716399	\$1,112.00
716611	\$464.00
716821	\$1,143.00
717071	\$507.00
717090	\$575.00
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Total W-O Collect S8	\$31,735.00

LIPH
M-O Project # Client # Balance
Write Off-

Collect		
	Scattered Sites	
	125396	\$4,177.93
	Stewart Court	
	XX001094	\$2,027.56
	S M Str (EB Wilson)	
	136346	\$150.00
	S Wright Str	
	141616	\$127.16
	142173	<u>\$90.00</u>
		\$217.16
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	Total W-O Collect LIPH	\$6,572.65
Write Off- No Collect		
	Old Hillside Terrace	
	143240	\$30.00
	Stewart Court	
	XX000224	\$24.71
	XX000275	<u>\$30.00</u>
		\$54.71
	Section 8	
	710608	\$43.00
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	Total W-O NO Collect	\$127.71

*This total includes accounts where tenant is deceased or the balance is under \$30.

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

AYES: 3
 NAYS: None
 Abstain: None
 Absent: 2

Motion Approved: June 26, 2013

 Janis Flauding, Chair

9. COMMENTS FROM COMMISSIONERS

Commissioner Rumbaugh underscored the significance of the start of the Hillside Terrace construction project. It is great to drive by the see the daily progress take place. Nice work everyone.

10. EXECUTIVE SESSION

11. ADJOURNMENT

There being no further business to conduct the meeting ended at 6:25 PM.

APPROVED AS CORRECT

Adopted: July 24, 2013


Janis Flauding, Chair