



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES REGULAR SESSION WEDNESDAY, NOVEMBER 9, 2022

The Commissioners of the Housing Authority of the City of Tacoma met in Regular Session at 902 South L Street, Tacoma, WA and via Zoom at 4:45 PM on Wednesday, November 9, 2022.

1. CALL TO ORDER

Vice Chair Hodge called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 4:46 pm.

2. ROLL CALL

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

PRESENT	ABSENT
Commissioners	
	Chair Shennetta Smith
Vice Chair Dr. Minh-Anh Hodge	
	Commissioner Stanley Rumbaugh
Commissioner Derek Young	
Commissioner Pastor Michael Purter	
Staff	
April Black, Executive Director	
Sha Peterson, Executive Initiatives Officer	
Julie LaRocque, Interim Deputy Executive Director	
	Jorge Perez, Finance Director
	Sharrall Madden, Human Resources Director
Aley Thompson, Interim Rental Assistance Director	
Marquis Jenkins, Property Management Director	
Cacey Hanauer, Client Support and Empowerment Director	
Sandy Burgess, Administrative Services Director	
William Morse, Director/CIO	
	Adam Ydstie, Policy, Innovation, and Evaluation Director

Vice Chair Hodge declared there was a quorum present at 4:47 pm and proceeded.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Vice Chair Hodge asked for any corrections to or discussion of minutes for the Regular Session of the Board of Commissioners for Friday, October 7, 2022. Commissioner Young moved to adopt the minutes. Commissioner Purter seconded.

Upon roll call, the vote was as follows:

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

Motion approved.

Vice Chair Hodge asked for any corrections to or discussion of minutes for the Regular Session of the Board of Commissioners for Friday, October 14, 2022. Commissioner Young moved to adopt the minutes. Commissioner Purter seconded.

Upon roll call, the vote was as follows:

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

Motion approved.

Vice Chair Hodge asked for any corrections to or discussion of minutes for the Regular Session of the Board of Commissioners for Wednesday, October 26, 2022. Commissioner Young moved to adopt the minutes. Commissioner Purter seconded.

Upon roll call, the vote was as follows:

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

Motion approved.

4. GUEST COMMENTS

None.

5. COMMITTEE REPORTS

Real Estate Development Committee—Commissioner Rumbaugh, Commissioner Young

The committee did not meet.

Finance and Audit Committee—Vice Chair Hodge and Commissioner Young

The committee met to review the 2023 budget that will be presented at the December 14, 2022, Board meeting. According to Commissioner Young, the budget looks good. The committee also looked at increases in salary costs. In the end, it is a balanced budget.

Education, Housing Services and Partnerships Committee—Chair Smith, Vice Chair Hodge

The committee did not meet.

Community Partnerships and Advocacy Committee—Chair Smith, Commissioner Purter

The committee did not meet.

Diversity, Equity, Inclusion and Belonging Committee—Chair Smith, Vice Chair Hodge

The committee did not meet.

6. AGENCY MONTHLY REPORT

6.1 Presentation: Overview of THA's Housing Programs

Presented by Interim Rental Assistance Director Aley Thompson, Policy Manager Katie Escudero, and Property Management Director Marquis Jenkins

Commissioner Purter inquired about the assisted living properties mentioned and how many are available. Director Thompson will check-in with Commissioner Purter after the meeting. Commissioner Purter asked if there is data on vacancies. Director Thompson responded yes. They will share the vacancy and turn over report with Commissioner Purter. Commissioner Purter mentioned the 4,300 people experiencing homelessness and asked if that number included people with pending housing. According to Escudero this is the count that the county does and is not an accurate number; they administer that research. Commissioner Young likes the overview, and Vice Chair Hodge thinks the high-quality presentation was excellent.

6.2 Agency Report

Hilltop Lofts is now complete! It is not owned by Tacoma Housing Authority (THA) but by Horizon Housing, but THA is providing housing vouchers. Executive Director (ED) Black and staff toured the property last week, which she stated is very nice. She heard the property is now opening 57 units. It is a way for THA to invest its voucher dollars and help households.

Staff are charging towards closing on Housing Hilltop and hope to close next week. Staff are working with Walsh for a ribbon cutting.

Client Support and Empowerment (CSE) is providing assistance at Tyler House and providing support for the Salishan community due to past shootings. THA had a Townhall with the Salishan community to hear what residents are feeling so staff can provide support. Commissioner Purter asked if there are changes to security since the past shooting. According to ED Black, THA had a community meeting with Salishan residents and there were 100 attendees including representatives from the City Manager's office, elected officials and the Tacoma Police Department (TPD) who heard the residents' concerns. Staff also did a ride along with TPD and visited the hot spots at Salishan so TPD can observe what the residents and staff are observing. The Salishan Association is considering a change to the security company; The Association pays for Salishan security. Commissioner Purter was hoping for installed cameras. ED Black responded that there are cameras, but staff found that Ring cameras from neighbors were more effective. THA is looking into changing the cameras. ED Black ended by saying that what was notable at the community meeting was that community members were encouraging each other to watch out for one another.

7. FINANCE REPORT

Finance

ED Black directed the board to the finance report.

7.1 Ratifying Cash Disbursement for October 2022

Commissioner Young moved to ratify the payment of cash disbursements totaling \$6,653,427 for the month of November 2022. Commissioner Purter seconded.

Upon roll call, the vote was as follows:

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

Motion Approved.

8. NEW BUSINESS

9.1 RESOLUTION 2022-11-09 (#) (Sunsetting the College Housing Assistance Program)

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

WHEREAS, the Administrative Plan relates to the administration of the College Housing Assistance Program (CHAP) 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 is charged with designing, testing, and evaluating innovative approaches to serving additional populations; and

WHEREAS, Tacoma Housing Authority has a responsibility to address when programs are not operating as intended or demonstrate inequitable outcomes; and

WHEREAS, Tacoma Housing Authority seeks to sunset the College Housing Assistance Program (CHAP); and

WHEREAS, Tacoma Housing Authority seeks to ensure current CHAP households are able to remain stably housed and are provided adequate time to achieve self-sufficiency; and

WHEREAS, staff consulted a wide array of program participants, landlords and 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 Chapters 18 and 19, related to the College Housing Assistance Program in the following ways:

Policy Proposal	Administrative Plan Section Requiring Revision
<p>INTENT TO SUNSET PROGRAM</p> <p>Effective immediately, THA will no longer admit new participants to CHAP. Current CHAP households will no longer be subject to the five-year time limit or non-housing related program requirements.</p> <p>Following the phased implementation plan for converting households with a HOP subsidy to the Housing Choice Voucher program (HCV) (see Chapter 18 PART XXV SUNSETTING THE HOUSING OPPORTUNITY PROGRAM in THA's Administrative Plan), CHAP households who have a HOP subsidy will be transferred to the HCV program when they have a qualifying event that requires THA to end their current HOPP contract (i.e., relocation, move, or port).</p>	<p>Chapter 18 - PART XXV SUNSETTING THE HOUSING OPPORTUNITY PROGRAM (HOP)</p> <p>Chapter 19- COLLEGE HOUSING ASSISTANCE PROGRAM</p>
<p>COLLEGE HOUSING ASSISTANCE PROGRAM REQUIREMENTS</p> <p>Effective immediately, THA will no longer require that participants in the College Housing Assistance Program (CHAP) meet non-housing related requirements for continued eligibility.</p>	<p>Chapter 18 PARTXXIII: FAMILY OBLIGATIONS</p> <p>18-XVI.B. FAILURE TO COMPLY</p>

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

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

Motion Approved: November 9, 2022

Shennetta Smith, Chair

9. COMMENTS FROM COMMISSIONERS

Commissioner Purter commended staff for their hard work. There were a lot of details included in the report, and he appreciates the explanation provided to him. Vice Chair Hodge and Commissioner Young agreed and thanked staff for the report and presentation.

10. ADJOURNMENT

There being no further business to conduct the meeting ended at 5:42 pm.

APPROVED AS CORRECT

Adopted: December 14, 2022



Shennetta Smith, Chair