

**Spokane Housing Authority
Board of Commissioners Regular Meeting
Minutes for May 21, 2018**

Board Attendees:

Keith James, Chair

Gretchen Campbell, Commissioner

Kai Nevala, Commissioner

Kammi Smith, Counsel

Besse Bailey, Vice Chair

Larry Johnson, Commissioner

Staff Attendance:

Pamela Tietz, Executive Director

Lori Hays, CFO/Deputy Director

Alex Liberman, Director of Housing Assistance Programs

Brian Jennings, Housing Development Director

1. **Convening of the Meeting** – Chair James called the meeting to order at 3:30 P.M.
 - a. **Public comments** – Two members of the public provided comments.
 - b. **Community Partner – David Lewis and Tija Danzig from City of Spokane** – Pam Tietz introduced Mr. Lewis and Ms. Danzig, who provided information about Spokane’s Point in Time homeless count.
 - c. **Commissioner Comments** – Commissioner Johnson stated that construction at Valley 206 is going well and the community space looks real nice. Vice Chair Bailey thanked staff for the tour of properties she attended on May 9th with several SHA staff members and stated the properties all look great.
2. **Action on Proposed Resolutions and Motions**
 - a. **Deferred to new business or unfinished business**
3. **Consent Calendar** – All items listed under the “Consent Calendar” are considered routine and will be enacted *by one motion* unless a Commissioner or citizen so requires, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.
 - a. **Approval of Minutes from Regular Meeting on April 30, 2018**
 - b. **Review of Utilization Report**
 - c. **Review of month-end Financial Reports**
 - d. **Resident Group Reports**
 - e. **News & Notes**

Vice-Chair Bailey moved to approve the Consent Calendar, Commissioner Johnson seconded the motion, and all approved unanimously.

4. **Executive Director’s Report** – Pam Tietz reported on several funding opportunities, including Mainstream Vouchers and Family Unification Program, and updated the board on coordinated entry.
5. **Development Director’s Report** – Brian Jennings updated the board on the RAD progress, including tenant meetings and homeownership opportunities; and the progress of the relocation of tenants at Valley 206 Apartments during construction.

6. New Business

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- a. **Discussion and Consideration of Drafted Bylaws** – the Board asked to defer to review a revised draft at the next meeting.
- b. **Discussion of Communications Plan** – Pam Tietz led discussion and the board directed staff to start costing out some of the recommendations, and to start considering additional board strategic planning in the near future.
- c. **Discussion of Proposed Central Office Space and Staff Feedback** – Brian Jennings presented a powerpoint and discussion was had over a staff survey of the proposed Central Office building. The board directed staff to continue moving forward with due diligence.

7. Executive Session – None.

8. Unfinished Business – None.

9. Adjournment – Chair James adjourned the meeting at 4:56 P.M.

Chair:


Keith James

Secretary:


Pamela Tietz, Executive Director