

**SPECIAL MEETING MINUTES OF THE
KING COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
HYBRID MEETING**

Monday, July 22, 2024

I. CALL TO ORDER

The monthly meeting of the King County Housing Authority Board of Commissioners was held as a hybrid meeting on Monday, July 22, 2024. There being a quorum, the hybrid meeting was called to order by Chair Barnes at 3:00 p.m.

II. ROLL CALL

Present: Commissioner Doug Barnes (Chair) (via Zoom), Commissioner TerryLynn Stewart (via Zoom), Commissioner Richard Jackson (via Zoom) and Commissioner Regina Elmi (via Zoom)

Excused: Commissioner Richard Harmon

III. PUBLIC COMMENT

None.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – June 17, 2024

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the June 17, 2024, meeting minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the July 22, 2024, hybrid Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

A. Voucher Certification Reports for May 2024
B. Resolution Number Corrections

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the July 22, 2024, hybrid Board of Commissioners' meeting consent agenda.

VII. RESOLUTIONS FOR DISCUSSION

A. Resolution No. 5770 – Authorizing Expansion of the Housing Authority's Partnership with the Sedro-Woolley Housing Authority.

Anneliese Gryta, Executive Vice President of Housing Operations explained the reasoning. KCHA has a 50+ year long management relationship with SWHA. We have an opportunity, that HUD created, that enables us to enter into an agreement to

create a Regional MTW authority, which allows for the MTW flexibilities enjoyed by KCHA to be shared with the partnering agencies.

On motion by Commissioner Richard Jackson, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved Resolution 5770.

B. Resolution No. 5771 – Authorizing the President/CEO to enter into an Interlocal Agreement with Washington School Information Processing Cooperative (WSIPC) to Utilize all Available Contracts

Ponha Lim, Vice President of Safety and Security briefed the Commissioners.

Washington School Information Processing Cooperative (WSIPC), a public non-profit Cooperative that leverages its purchasing power of its members to contract with vendors to competitively bid on goods and services at a reasonable cost. Each vendor has been awarded a bid contract through an official RFP process in compliance with Washington State's Procurement RCW's, which meets the requirements of HUD Programs. This is connected to the KCHA Security integration project.

Questions of Commissioners were answered.

On motion by Commissioner Regina Elmi, and seconded by Commissioner Richard Jackson, the Board unanimously approved Resolution 5771.

C. Resolution No. 5772 – A Resolution of the Board of Commissioners of the Housing Authority of the County of King Authorizing Disposition through Market Rate Land Sale of Six Scattered Site Residential Lots Adjacent to Greenbridge: and Determining Related Matters.

John Eliason, Vice President of Development explained the Resolution.

This Resolution authorizes KCHA to sell the six scattered site lots to Connor Homes or a Connor Homes affiliate.

Questions of Commissioners were answered.

On motion by Commissioner Richard Jackson, and seconded by Commissioner Regina Elmi, the Board unanimously approved Resolution 5772.

D. Resolution No. 5773 – Authorizing an Increase in the Pay Schedules for Administrative and Building Trades Employees of 4.2% Effective August 10, 2024

Therese Ross, Assistant Vice President of Human Resources gave a briefing on the Cost-of-Living Adjustment (COLA).

KCHA uses the Consumer Price Index for Clerical Workers for the Seattle-Tacoma area to estimate the COLA. Historically, KCHA has awarded the COLA on the first day of the first full pay period occurring in November. Due to timing issues centered around the transition to a new HR/Payroll information technology system, we would like to implement the 2024 COLA approximately 90 days sooner than normal. The normal date would have been November 2nd. The revisions would be effective August 10th.

On motion by Commissioner Richard Jackson, and seconded by Commissioner Regina Elmi, the Board unanimously approved Resolution 5773.

VIII. BRIEFINGS AND REPORTS

A. 2024 Mid-Year Financial Forecast

Wendy Teh, Vice President of Finance gave a summary for the Financial Forecast.

This includes revised assumptions and new information not part of the original budget process.

B. First Quarter Executive Dashboard

Grace Wood, MTW Program Manager briefly explained changes in the Executive Dashboard.

This report runs through March 2024. The total units have increased to reflect the acquisition of Henry House earlier in March, bringing our total unit count to 12,711. The shopping success goal is 80% and at the end of the first quarter we were a little below that.

IX. PRESIDENT/CEO REPORT

Robin Walls, President/CEO gave news updates.

- KCHA received an award from ConnectHomeUSA along with other HA's. The ConnectHomeUSA (CHUSA) initiative brings training and technical assistance to help communities access affordable internet access, affordable devices and digital skills training. We were selected on our demonstrated commitment to bridging the digital divide for HUD-assisted residents. As we implement YARDI, it will allow our residents to communicate with us and remove the burden of having to come to our offices. We are in a position to help promote digital equity. Difficult Summer with respect to our residents and the violence at our properties. It's important to communicate with our residents in our

communities. Whether it be the alerts through the RAVE System, community meetings for residents, digital tools are very important in terms of being able to communicate timely and safely with our communities. The ConnectHomeUSA is just one part of our toolkit that we will be developing to help households.

- Continuing a discussion in challenges within our communities from a violence perspective. We had an incident at Pacific Court Apartments, the Ballenger incident has been concluded, and a smaller incident at Birch Creek. We continue to monitor the situations.
- HUD informed us that there will be another audit. This will be on Emergency Housing Vouchers (EHV), have we appropriately paid the rent to households that received emergency vouchers. HUD has been very attentive on monitoring reviews and audits.
- We have a new regional administrator in our area for HUD. Andrew Loftin, who previously was the Executive Director at Seattle Housing Authority. We met last week and discussed working with VASH utilization vouchers. This is the Veteran Affairs Supportive Housing Program. Other initiatives we discussed were Section 3, Homeowner initiatives and minority development in terms of real estate development. It's good that Andrew, who is a friend of Housing Authorities has decided to accept that position.

XI. KCHA IN THE NEWS

None.

XII. COMMISSIONER COMMENTS

None.

XIII. ADJOURNMENT

Chair Barnes adjourned the meeting at 3:54 p.m.

**THE HOUSING AUTHORITY OF THE
COUNTY OF KING, WASHINGTON**



DOUGLAS J. BARNES, Chair
Board of Commissioners



ROBIN WALLS
Secretary