

**HOUSING OPPORTUNITIES OF SW WASHINGTON
BOARD OF COMMISSIONERS REGULAR MEETING**

October 24th, 2016

Monday, at 4:00 PM

820 11th Avenue, Longview, WA.

Minutes to Regular Meeting

Chairperson Bashor-Sarancik called the meeting to order at 4:00 PM

Present

Absent

Commissioners

Linda Brigham, Vice Chair
Wayne Ostermiller, Commissioner
Floyd "Gus" Nolte, Commissioner
Chris Pegg, Secretary, CEO

Lori Bashor-Sarancik, Chair
Peter Bennett, Commissioner
Bruce Fischer, Commissioner

Staff

Katie Bonus, Asset Manager
Jon Dieter, Director of Community Service
Becky Phillips, Director of Finance
Vickie Rhodes, Housing Programs Supervisor
David Pennington, VIP Operations Mgr.
Martin Parrao, Finance Assistant
Ariana Anderson, Admin. Assistant
Gary Gray, Resident Services Coordinator

Guests

Tynna Purtteman, Outreach Supervisor - Janus Youth
Amber Landry, Outreach- Janus Youth

CHANGES AND ADDITIONS TO THE AGENDA: None

PUBLIC COMMENT: No comments

BOARD COMMITTEE REPORTS: Finance Committee - The Finance Committee did not meet this month.

CONSENT AGENDA:

Commissioner Nolte moved to approve the Consent Agenda as presented.
Commissioner Ostermiller seconded the motion.
Discussion – **None**
Motion passed unanimously.

CHAIRMAN AND SECRETARY REPORTS:

Secretary Pegg commented on the neighborhood outreach meeting regarding Love Overwhelming's possible move to the Shekinah Christian Center located on 3rd Ave. in Longview, WA. The businesses in the area were opposed to the move. There is to be a follow up meeting on Thursday, October 27th that is open to the public at Shekinah Christian Center. Secretary Pegg also updated the Board on the recent accountability audit completed by the State Auditors office. It was a clean audit, with no findings or management comments. Commissioner Nolte requested staff communicate concerns about the cost of audits and thoughts about how to reduce those costs by providing requested information early and having files and documents ready when the auditors arrive. He suggested discussing this with the City of Longview to see if they could provide any assistance with this communication. Secretary Pegg introduced the Ariana Anderson who will be taking Gary Gray's place as part-time Administrative Assistant. She also updated the Board on her recent trip to the National NAHRO Conference in New Orleans. She also reminded the Board that the Annual Meeting is coming up the 4th Monday in January. She requested input on the site and any thoughts Board members had on program content.

UNFINISHED BUSINESS:

BOARD DISCUSSION: Update on Cowlitz County Homeless Youth Outreach Center Development and introduction of new Janus Youth Program outreach staff.

Secretary Pegg introduced Tynna Purtteman and Amber Landry, Janus Youth Programs Cowlitz County outreach staff. They updated the Board on their work to date and plans for future work.

Secretary Pegg also informed the Board of a new grant awarded by the City of Kelso in the amount of \$6600 for necessary rehab work to the houses. Staff is still working on a possible grant to Cowlitz County Health and Human Services and purchase of a van for outreach.

BOARD DISCUSSION: "Bringing School Home, Turning PHAs into Learning Enablers"

Secretary Pegg asked the management team members involved in this effort to provide an update to the full board. Commissioner Ostermiller and Commissioner Nolte are members of a subcommittee including several staff that meets monthly at 10:00 a.m. on the 4th Monday of the month prior to board meetings. Ideas explored so far include creation of a book exchange in lobbies or laundry rooms of properties and the main office; bringing in volunteers to read; establishing rewards to encourage reading and attendance at school, and applying for an AmeriCorp volunteer to assist with development of the program at sites. Committee members are working on assigned tasks for the next meeting. The next meeting is scheduled for 11/28/16.

NEW BUSINESS:

BOARD ACTION / ACTION: Approve Resolution 17-01 Section 8 Management Assessment Program (SEMAP) Certification for FY ending 9/30/2016

Commissioner Linda Brigham moved to approve Resolution 17-01 Section 8 Management Assessment Program. Commissioner Gus Nolte motioned to approve and it was seconded by Commissioner Wayne Ostermiller.

Discussion: None

Motion passed unanimously.

EXECUTIVE SESSION: None Scheduled

SCHEDULING OF NEXT REGULAR MEETING: 11/28/2016

There being no further business to discuss, Vice Chairperson Brigham adjourned the board meeting at 5:24 PM

Respectfully submitted by:

CHRISTINA M. PEGG
Secretary

BOARD APPROVAL OF MINUTES



Lori Bashor-Sarancik, Chairperson



Attest: Christina M. Pegg, Secretary