

Minutes of the Public Hearing & Annual Meeting of The Housing Authority of Thurston County May 28, 2020

The regular meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, May 28, 2020. This meeting was held virtually via Go To Meeting. There being a quorum, the meeting was called to order by Chair, Neil McClanahan.

Roll Call:

Commissioners: Vag Mayi, Jay Goldstein, Maureen McLemore, Neil McClanahan, Holly Franco
Staff: HATC Staff

Public: Cary Retlin with the City of Olympia joined during the meeting.

Public Testimony: No public comments when Neil asked.

Action: Approval of Minutes: Jay moved to approve the minutes from the April 16, 2020 virtual board meeting. Vag seconded. **Motion Carried.**

Action: Approval of Vouchers: Vag moved to approve the vouchers for 2/27/2020-5/20/2020. Jay seconded. **Motion Carried.**

Agenda Item Discussion: Karen spoke about pulling applicants from the waiting list. We have mailed 50 letters and hope to start seeing packets back soon. We are planning on pulling around 125 people total from the waiting list. We also had to raise the payment standard due to the market rent right now. The 4 bedroom payment standard was raised the most. Discussion followed.

Agenda Item Discussion: Karen spoke about our lease up plans during this phase of social distancing. We will be doing a lot of correspondence via phone and email. We will be doing small briefings and remove furniture from the conference room to limit sanitizing items. The briefings will be around 5-6 people per briefing. We will make masks mandatory and keep records of who is coming into the office. Discussion followed.

Agenda Item Discussion: Tammie spoke about the Foundational Community Support program. It's for supportive housing and employment. We should be able to get extra funds for the support we provide to this program. Client has to be eligible for Medicaid. Amerigroup will decide if client can be approved. Client is approved for 6 months and there are limits on how much can be charged. Tammie is putting a protocol together for staff. Discussion followed.

Agenda Item Discussion: Tom gave an update on the financials for the 3rd quarter of the fiscal year. Discussion followed.

Agenda Item Discussion: Bob gave an update about the Olympia Crest residing project. We're waiting on the proposal approval from Heritage Bank. We hope to get the project out to bid soon and are hoping to be under construction in July. Olympia Crest III project timing is still pretty far out for permits. Discussion followed.

Agenda Item Discussion: Craig spoke about our moving forward with using E-Signatures for documents. We're going to have staff start using Adobe Reader for now. We are exploring using MRI Signature in the future. E-signatures is increasingly more crucial at this time. Discussion followed.

Agenda Item Discussion: Craig spoke about discussions on how to re-open our office. We have been working on a plan on how to open and when. We will follow state guidelines and will gradually phase in taking pre-cautions. We will have masks provided and sanitation stations available. Discussion followed.

Other Business Discussion:

- Bob gave an update on rent collections for HATC properties. Rent collections are holding up really well. May is only 2.9% below our gross potential rent. Discussion followed.
- A new finance employee will be starting on July 1, 2020. Discussion followed.

Meeting Adjourned

Approved:


Neil McClanahan, Chair
Board of Commissioners

28-MAY-2020
Date