



Housing Authority of Thurston County  
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## **Minutes of the Public Hearing & Annual Meeting of The Housing Authority of Thurston County December 10, 2020**

The regular meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, December 10, 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: Jay Goldstein, Neil McClanahan, Maureen McLemore, Vag Mayi, Holly Franco  
Staff: HATC Staff

Public: No public acknowledged

**Public Testimony:** No Public acknowledged

**Action: Approval of Minutes:** Vag moved to approve the minutes from the October 22, 2020 virtual board meeting. Jay seconded. **Motion Carried.**

**Action: Approval of Vouchers:** Tom gave a brief description of the vouchers. Maureen moved to approve the vouchers for October 21, 2020 – December 1, 2020. Vag seconded. **Motion Carried.**

**Agenda Item Discussion:** Introduction of new staff by Craig Chance

- Craig introduced a new staff member, Wendy Pham. Discussion followed.

**Agenda Item Discussion:** Rental Assistance Update by Karen McVea

- Karen gave an update on our team. Office hours have been reduced due to COVID-19.
- Small printer/scanners have been purchased for staff to accommodate working from home.

Discussion followed.

**Action: Approval of COVID-19 waivers and requirements:** Karen gave a summary of the waivers and requirements that we need to adopt due to COVID-19. Discussion followed. Vag moved to approve. Maureen seconded. **Motion Carried**

**Agenda Item Discussion:** Finance update by Tom Rawson

- Tom spoke about the upcoming audit by the Washington State Auditor's Office.
  - The audit will mostly be done remotely due to COVID-19

Discussion followed.

**Agenda Item Discussion:** Development update by Bob Ricks

- Bob gave an update on the siding project at Olympia Crest I. It is going well and we are about half way in the project.
- Planning on design work for Olympia Crest phase III is underway. We are hoping to break ground summer of 2021.
- Bob gave an update on the delinquencies at the properties. The delinquency rate has been growing. Current 0-30 day delinquency was about \$60,000 at the beginning of the week, but we expect it to go down by the end of the month.

**Agenda Item Discussion:** FSS Update by the Housing Stability Department

- Tammie Smith gave an update on the FSS program. We have 96 participants. 33 participants are escrowing and 51 participants are employed. Average escrow is about \$403 monthly, with a total escrow balance of \$295,000. The program has had 4 FSS graduates in 2020.
- Cody Taylor spoke about FSS graduate Devona Reinhart and shared some of her personal story and a letter that she submitted for the program.
- Lynn Flaisig spoke about FSS graduate Moriah McKee and shared her story with the FSS program.
- Tammie spoke about FSS Graduate Cory Hubbard. She shared a little bit of their FSS story.

Discussion followed

**Agenda Item Discussion:** Administrative Update by Craig Chance

- Craig proposed half workdays for staff on December 24, 2020 and December 31, 2020. There were no objections by the board.
- Craig gave a quick review of 2020 for HATC.
  - Bob's retirement
  - New HATC website
  - Moving to remote working
  - Implementation of direct deposit for landlords
  - Olympia Crest I siding project
  - Olympia Crest III design work
  - Medicaid reimbursement program
  - CARES Act funds
  - Two new staff added (Owen & Wendy)

Discussion followed.

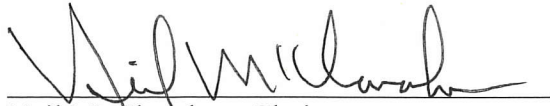


**Other Business Discussion:**

- Melissa Walker presented the proposed board meeting calendar for 2021. Board is okay with the proposed calendar. It will be posted on our website.
- Craig spoke about the rent & eviction moratorium implemented by the Governor's office due to Covid-19. Discussion followed.
- Craig spoke about a potential purchase of property in Tumwater. Discussion followed.
- Maureen asked about how many children are on the program. Karen said she will look into that information and will share it later.

**Meeting Adjourned**

**Approved:**



Neil McClanahan, Chair  
Board of Commissioners

1-28-2021  
Date

