



Minutes of the Regular Board Meeting of The Housing Authority of Thurston County March 24, 2022

The regular meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, March 24, 2022. This meeting was held virtually via Zoom. There being a quorum, the meeting was called to order by Chair, Neil McClanahan.

Roll Call:

Commissioners: Neil McClanahan, Vag Mayi, Aaron Quitugua, Jay Goldstein, Holly Franco, Joelene Gioulis

Staff: HATC Staff

Public: No public acknowledged when asked for comment.

Action: Approval of 2-24-2022 Minutes: Jay moved to approve the minutes from the February 24, 2022 board meeting. Vag seconded. **Motion Carried.**

Action: Approval of Vouchers: Daniel Arevalo gave an overview of the vouchers submitted for approval. Joelene moved to approve the vouchers dated February 2, 2022- March 1, 2022. Aaron seconded. **Motion Carried.**

Agenda Item Discussion: Daniel Arevalo gave an update on finance.

- Daniel spoke about the exit conference for the audit. The report was published today on the State Auditors website. There were no findings, management letters, or issues that came from the audit. The link to the public report will be sent out to the board members.

Discussion followed.

Agenda Item Discussion: Karen gave an update on Rental Assistance.

- Karen informed that we are still in our annual plan process. The annual plan is due on April 14, 2022 to HUD. Comments were due by March 7, 2022 and we did not receive any public comments. Our next board meeting on April 14, 2022, the plan will be presented for board approval.
- We have 31 Emergency Housing Vouchers leased. We have a few EHV participants that have ported out to other jurisdictions.
- Unity Commons has 61 units and they have been leasing very rapidly. The units have to be completely leased by the end of March. We've been working really close with Interfaith Works and LIHI to coordinate this effort.
- We were projected to be a shortfall agency which means we are projected to not have enough funds to cover all of our voucher cost for the upcoming year. Due to this, we will need to implement some cost saving measures such as not issuing new vouchers or allowing

participants to port to a higher amount jurisdiction. We will not have to terminate anyone from the program or reduce current participants subsidy.
Discussion followed.

Agenda Item Discussion: Tom Rawson gave a development update.

- Tom spoke about the Olympia Crest III project. We are close to getting the land use approval. We have submitted our plan to the city for review. We are hopeful that we can start construction this summer.
- We have 15 buildings at Surrey Lane and we have re-roofed four more of the buildings. We will do the remaining three buildings next fiscal year.
- We are moving to multi-factor authentication for our staff while using Microsoft 365. We will also implement an encrypted email feature for sending secure information.

Discussion followed.

Agenda Item Discussion: Craig gave an administrative update.

- Craig spoke about cyber security and the measures that HATC has taken to combat cyber attacks.
- Olympia Crest III project will be over 6 ½ million. We have spent about \$1,040,000 on this project.
- We have kept our current mask policy in place regardless of the lifting of the mask mandate. We will re-evaluate in April.
- We are looking at May for possibly having an in-person board meeting.
 - In the event that we move to in-person board meetings, we are looking into a system to still have the virtual capability as well for those who are unable to attend.

Discussion followed.

Meeting Adjourned

Approved:



Neil McClanahan, Chair
Board of Commissioners

14-APRIL-2022

Date