



***The Housing Authority of Thurston County  
Regular Board Meeting Minutes  
April 13, 2023***

The Regular Board meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, April 13, 2023 at 12:00 pm. This meeting was held in-person in the conference room at the HATC office building and on Microsoft Teams. There being a quorum, the meeting was called to order by Chair, Jay Goldstein.

**Roll Call:**

Commissioners: Jay Goldstein, Joeline Gioulis, Jim Cooper, Lisa Vatske

Commissioners Excused: Aaron Quituaga, Holly Franco

Staff: HATC Staff

Public: Public Annabel attended with Commissioner Mayi and spoke briefly stating she thinks this is a wonderful organization and has always looked forward to hearing about the HATC board meetings from Commissioner Mayi.

**Agenda Item Discussion:** Jay Goldstein spoke about knowing Commissioner Vag Mayi for several years. Craig Chance spoke about the services provided by Commissioner Mayi during her life and while serving on the Housing Authority board.  
Discussion followed.

**Agenda Item Discussion:** Craig Chance introduced the new Housing Authority Commissioner Jim Cooper and spoke about his background.  
Discussion followed.

**Action: Approval of 3-23-2023 Public Hearing Minutes:** Commissioner Jim Cooper moved to approve the minutes from the March 23, 2023 Public Hearing Meeting. Commissioner Jay Goldstein seconded. Motion Carried.

**Action: Approval of 3-23-2023 Regular Meeting Minutes:** Commissioner Joeline Gioulis moved to approve the minutes from the March 23, 2023 Regular Board Meeting. Commissioner Jim Cooper seconded. Motion Carried.

**Action: Approval of Vouchers:** Daniel Arevalo spoke briefly about some significant expenses that occurred. Those expenses were mainly for the Olympia Crest III project. Commissioner Jim Cooper moved to approve the vouchers dated March 2, 2023 – April 2, 2023. Commissioner Joeline Gioulis seconded. Motion Carried.

**Action: Approval of Resolution #2023-04-13-001:** Karen McVea spoke about the resolution. This resolution would approve the submission of the 2023-2024 Annual Plan to HUD. Commissioner Cooper asked a few questions regarding the process of the Annual Plan, how has Equity, Diversity, and Inclusion been incorporated with the annual plan, and does it work with the County's annual plan. Karen addressed the questions. Commissioner Joeline Gioulis moved to approve Resolution #2023-04-13-001. Commissioner Lisa Vatske seconded. Motion carried.

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

- Karen presented a Housing Dashboard that is created by HUD. It's available on HUD's website for anyone to view. The dashboard is updated quarterly and represents every Housing Authority's budget and voucher numbers, leasing percentages, and other information. She showed HATC's dashboard numbers and spoke about what it meant. Commissioner Vatske had some questions regarding the 30-40% rent share for tenants and what a "shortfall" is. Karen addressed Commissioner Vatske's questions.

Discussion followed.

**Agenda Item Discussion:** Tammie Smith was not available. Housing Stability staff member, Mary Ellis-Meraz spoke on her behalf.

- Mary shared a statement that a participant had sent in talking about her life experience, housing situation and how the Housing Authority programs have helped her. Lynn Flaisig spoke about the participant as well stating that she has a significant amount going into her Family Self Sufficiency (FSS) escrow account monthly.
- Lynn spoke about the FSS program. Local Area Planning committee meets monthly and during the meeting one of the members that spoke to Lynn about being on housing and participating in the FSS program in the past and how much it benefited her and supportive of these programs.

Discussion followed.

**Agenda Item Discussion:** Daniel Arevalo and Tom Rawson gave an update on Financials.

- Daniel spoke about the Audit Exit Conference. The audit went well and there are no significant findings. There were a few recommendations that we have already implemented changes or are in the process of implementing. He thanked staff for all of their help with the audit and their work for ensuring policies and guidelines are followed. The auditors will be auditing again next November.
- Tom spoke about the final audit report from the State Auditor's Office. He spoke briefly about what each section contains. Since our agency is considered "low risk", the accountability audit occurs every other year.
- Commissioner Goldstein spoke about the exit conference with the auditors and said they spoke well of our agency.

Discussion followed.

**Agenda Item Discussion:** Tom Rawson gave an update on Development.

- Tom gave an update on the Olympia Crest III project. Siding is on the first building. We have previously discussed about the "meter stack" problem with the electricians. We believe we have found a solution known as "sub-metering". If we do this option, it will cut 4-5 months off of the delayed timeline. This may be something we look at in the future for other projects as well.
- Tumwater Inn project is moving forward and we're hoping to close by the end of May. We are working with the Dept. of Commerce to ensure we submit everything needed. Commissioner Gioulis asked questions regarding the people currently living there. Tom addressed her questions.

Discussion followed.

**Agenda Item Discussion:** Craig Chance gave an update on Administration.

- Craig spoke about the City of Tumwater and how helpful they have been regarding the Tumwater Inn project.
- Craig spoke about his visit to the National Museum of African American History.
- Craig spoke about working with our attorney updating our Personnel Manual. We will hopefully be done updating it soon and will have the final manual available within the next month or two to present to the board for approval.

- In combination with the City of Olympia and Thurston County, we are working on an Affirmative Fair Housing plan. HUD has not issued the “final rule” regarding what should be included in the AFH. April 24 is the deadline for comments regarding the final rule.
- Discussion followed.

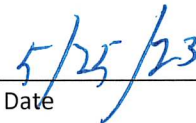
**Agenda Item Discussion:** Other Business

- No other items were brought up for discussion

**Meeting Adjourned**

**Approved:**

  
\_\_\_\_\_  
Housing Authority of Thurston County Commissioner

  
\_\_\_\_\_  
Date