



***The Housing Authority of Thurston County  
Regular Board Meeting Minutes  
November 14, 2024***

The Regular Board meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, November 14, 2024 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 Present: Jay Goldstein, Jim Cooper, Joelene Gioulis, Brittany Ferguson, Aaron Quitugua, Lisa Vatske

Public: No public responded when asked for comment

Chair Jay Goldstein proposed two agenda corrections: first, to amend the spelling of Tammie Smith's name, and second, to adjust the agenda order to accommodate the presentation of the FSS Participant Graduation.

**Agenda Item Discussion: Housing Stability**

- Lynn presented an FSS graduate, Janette. She spoke briefly about the participant. Janette spoke about her life and her experience with the Housing Authority.

**Action: Approval Regular Meeting Minutes**

- Craig Chance offered an amendment to the October 10, 2024 meeting minutes to clarify that Craig conducted multiple tours of HATC properties, with participation from five commissioners and Vanessa Dolbee from the City of Lacey across the various sessions.

Commissioner Cooper moved to approve the suggested amended minutes from the October 10, 2024 regular meeting. Commissioner Ferguson seconded. Motion carried.

**Action: Approval of Vouchers**

- Daniel Arevalo provided a summary of the vouchers, explaining the color coding and methodology used to organize the vouchers and supporting documentation within the packet. He highlighted that the indicators 685 (PHA Pro) and 683 (MRI Financials) specify the software systems from which the payments are processed. Commissioner Cooper moved to approve the vouchers for the period of 10/2/2024 – 11/1/2024. Commissioner Gioulis seconded. Motion carried.

**Action: Approval of Resolution #2024-11-14-001**

Craig Chance presented Resolution #2024-11-14-001, which authorizes either Executive Director Craig Chance or Director of Development and Administration Tom Rawson to enter into a Memorandum of Understanding (MOU) with the City of Lacey. The MOU aims to facilitate a potential purchase and sale agreement for acquiring a parcel in Lacey, WA, designated as the new site location for the Sequoia North project.

Commissioner Vatske inquired whether additional language should be included in the resolution. Craig and Commissioner Goldstein addressed the concern, expressing that the current language was sufficient given the resolution's purpose.

Commissioner Cooper raised questions about the use of an MOU in the context of a real estate transaction. Craig and Tom clarified, explaining that the Mayor of Lacey recommended using an MOU as the initial step to initiate this process.

Commissioner Vatske moved to approve Resolution #2024-11-14-001. Commissioner Gioulis seconded. Motion carried.

**Agenda Item Discussion: Finance**

Daniel Arevalo updated the board on the upcoming audit by the State Auditor's Office (SAO). He noted that there is a new Auditor in Charge this year, with whom he will meet on November 26. The audit is expected to commence in the first week of December. Daniel anticipates the SAO will reach out in mid-December to initiate discussions, with the entrance conference scheduled for January.

**Agenda Item Discussion: Development**

Tom Rawson spoke about development projects. Discussion followed.

- **Sterling Pines:** Tom Rawson provided an update on the project, noting that progress is currently on hold due to the re-bidding process for asbestos removal. He explained that the scope of the project has changed significantly, as it will now require complete removal and replacement of the drywall. Tom also detailed the rationale behind the decision to proceed with re-bidding.

**Agenda Item Discussion: Rental Assistance**

Karen McVea provided an update on the Rental Assistance Division, followed by a discussion:

- **Annual Plan:** Karen announced the commencement of the annual planning process and shared details about the draft timeline.
- **Policy Implications:** The board discussed potential changes to rental assistance policies that may arise with the change in the presidential administration.

**Agenda Item Discussion: Administration**

Craig Chance provided the following updates and suggestions during the meeting:

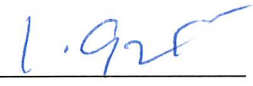
- **Quince Street Neighborhood Village:** Craig shared that 13 elderly residents from Quince Street Village have transitioned to Lotus Court.
- **Board Software:** He introduced the idea of using Boardable, a new software platform for board management, and invited commissioners to share suggestions for alternative platforms.
- **Commissioner Collaboration:** Craig proposed meeting informally with commissioners, one or two at a time, over coffee to exchange ideas and foster collaboration.

- **Advocacy:** He encouraged staff and board members to actively speak out against racist and sexist comments to promote an inclusive environment.
- **December Meeting:** Craig reminded the board that there would be no regular meeting in December unless a special meeting is required.

**Meeting Adjourned**

**Approved:**

  
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Housing Authority of Thurston County Commissioner

  
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Date