



***The Housing Authority of Thurston County
Regular Board Meeting Minutes
October 9, 2025***

The Regular Board meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, October 9, 2025 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, Brittany Ferguson, Jim Cooper,
Commissioners Excused: Joeline Gioulis, Lisa Vatske
Public: No public responded when asked for comment

Action: Approval Regular Meeting Minutes

Commissioner Cooper moved to approve the regular meeting minutes from the September 11, 2025 regular meeting. Commissioner Ferguson seconded. Motion carried.

Action: Approval of Vouchers

Tom Rawson gave a brief summary on the vouchers. Tom pointed out a few items of significance to include Sterling Pines draws. Discussion followed. Commissioner Cooper moved to approve the vouchers for the period of 9/1/2025 – 9/30/2025. Commissioner Ferguson seconded. Motion carried

Agenda Item Discussion: Rental Assistance

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

- **Government Shutdown:** HATC received \$1.9 million in funding for October, which was slightly below the required amount. Additional funds were later received; however, clarification from Housing and Urban Development (HUD) regarding the purpose of the funds is pending, as the assigned HUD financial representative is currently out of the office. In response to Commissioner Cooper's question, Karen confirmed that landlords are notified when there are delays in issuing Housing Assistance Payments (HAP).
- **Emergency Housing Vouchers (EHV):** A public hearing will be held next month regarding the proposed amendment to the Annual Plan to transition EHV households to Housing Choice Voucher.
- **New Hire:** A new Customer Service staff member, Hailey, has joined the team. She will primarily be stationed at the front desk and assist with general staff support.

Agenda Item Discussion: Finance

Tom provided a brief update on finance, followed by board discussion:

- **Audit:** Staff continue to work diligently on account reconciliations in preparation for the upcoming audit. Progress has been slowed by challenges related to the recent software conversion. The audit is expected to begin in late November or early December.

Agenda Item Discussion: Development

Tom Rawson provided an overview of ongoing development projects, followed by board discussion:

- **Sterling Pines:** Renovations continue to move forward and overall progress remains strong. While there have been a few additional changes along the way, the project is still on track with an anticipated leasing start date of March 1.
- **Lacey Projects:** The survey results are expected this week, and we anticipate closing on October 31. A community meeting is scheduled for October 30 from 6:00–8:00 PM at Komachin Middle School. The meeting will include a brief presentation on the Housing Authority and its mission, followed by a presentation from the architects, after which the floor will open for community comments.

Agenda Item Discussion: Administration

Craig Chance provided updates on recent administrative activities, followed by board discussion:

- **Washington State Auditor’s Office (SAO) Meeting:** Craig and Rental Assistance management will be meeting with the SAO for a LEAN presentation. The finance department participated in a similar process a few years ago and found it to be beneficial.
- **National Association of Housing and Redevelopment Officials (NAHRO):**
 - Craig attended a session focused on tools PHAs can use to improve voucher leasing success rates. While most PHAs have an average success rate of approximately 60%, HATC’s rate is currently around 90%.
 - HATC received a NAHRO Award of Merit for financially self-sustaining properties, with Olympia Crest recognized as a highlighted example.
- **Washington Housing Authorities Conference:** Craig attended the conference, which was well attended by PHAs and other housing partners.
- **Board Retreat:** The previously discussed board retreat has been postponed, with the potential to reschedule in 2026. Commissioner Cooper asked whether there are additional development projects in the pipeline beyond McClanahan Village, and suggested this be a topic of focus at the retreat. March was discussed as a possible timeframe.
- **Upcoming Engagement:** On November 12, Craig has been invited to speak at a joint meeting between the City of Lacey and the public-school district.

Regular Meeting Adjourned

Minutes Approved:

Jay Goldstein
Jay Goldstein (Nov 15, 2025 14:01:42 PST)

Housing Authority of Thurston County Commissioner

15/11/25

Date






10-9-2025 Regular Meeting Minutes

Final Audit Report

2025-11-15

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