

**SPECIAL MEETING MINUTES
OF THE
KING COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
VIRTUAL MEETING**

Tuesday, January 18, 2022

I. CALL TO ORDER

The meeting of the King County Housing Authority Board of Commissioners was held virtually on Tuesday, January 18, 2022. There being a quorum, the virtual meeting was called to order by Chair Barnes at 8:31 a.m.

II. ROLL CALL

Present: Commissioner Doug Barnes (Chair), Commissioner Susan Palmer (Vice-Chair) (via Zoom), Commissioner John Welch (via Zoom), Commissioner TerryLynn Stewart (via Zoom) and Commissioner Regina Elmi (via Zoom).

III. PUBLIC COMMENT

No Public Comment.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – December 20, 2021

On motion by Commissioner Susan Palmer, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the December 20, 2021 Meeting Minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner John Welch, the Board unanimously approved the January 18, 2022 virtual Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

A. Voucher Certification Report for November 2021

On motion by Commissioner Susan Palmer, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the January 18, 2022 virtual Board of Commissioners' meeting consent agenda.

VII. RESOLUTION FOR DISCUSSION AND POSSIBLE ACTION

A. TABLED - Resolution No. 5712 – Authorizing Approval of the Sustainability Action Plan for the Five Year Period from 2022-2026.

Scott Percival, Resource Conservation Program Manager, presented the new Five-Year Sustainability Action Plan for KCHA and discussed content and timelines.

Focus Areas:

- Greenhouse Gas Reduction
- Climate Change Preparedness
- Sustainable Property Operations and Management
- Health, Equitable, Resilient Communities

Questions of Commissioners were answered.

The Board deferred this Resolution to the April 2022 meeting for further discussion.

B. Resolution No. 5713 – A Resolution Authorizing Acquisition of Vacant Property at 3rd Avenue and Lawson Street in Black Diamond.

Tim Walter, Senior Director of Development and Asset Management, described the property and its intended use.

Questions of Commissioners were answered.

On motion by Commissioner John Welch, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved Resolution No. 5713.

C. Resolution No. 5714 – Authorizing a Change in the Pay Schedules and Other Incentives for Represented and Other Maintenance Employees.

Craig Violante, Interim Deputy Executive Director/Chief Administrative Officer, briefed the Board on the highlights of the agreement.

- 5.5% Cost of Living Adjustment
- Additional 2% market adjustment to recruit and retain staff
- Increase standby pay from \$300 to \$400 per week
- \$500 signing incentive

Questions of Commissioners were answered.

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner John Welch, the Board unanimously approved Resolution No. 5714.

VIII. BRIEFINGS AND REPORTS

A. Third Quarter 2021 Financial Statements

Windy Epps, Director of Finance, briefed the Board on the financial results through September 2021.

Questions of Commissioners were answered.

B. Fourth Quarter 2021 Procurement Report

Craig Violante, Interim Deputy Executive Director/Chief Administrative Officer covered the highlights of the report with a focus on the procurement of Housing Navigation services.

C. New Bank Accounts

Craig Violante, Interim Deputy Executive Director/Chief Administrative Officer, reported that there were two bank accounts opened.

D. Overview of Financial Operations and Impact on S&P Rating Presentation

- Dan Watson, Interim Executive Director
- Craig Violante, Interim Deputy Executive Director/Chief Administrative Officer
- Tim Watson, Senior Director of Development and Asset Management

Mr. Watson summarized the purpose of the presentation with a high-level overview of the complexities of KCHA.

Mr. Violante discussed these complexities from a financial perspective by contrasting KCHA's Federal and Non-Federal programs. He also discussed some of the operating metrics used by Standard and Poors as part of their ratings process.

Mr. Walter discussed some of the non-financial drivers used by Standard and Poors, such as the strength of the management team.

E. Updates on Rollout of Vaccination Policy and New Compensation Plan

Tonya Harlan, Director of Human Resources, gave a brief high-level update on both topics.

KCHA Vaccination Policy

Ms. Harlan discussed the requirement that being fully-vaccinated against COVID-19 will become a condition of employment, beginning on February 28, 2022. Employees will have the

opportunity to apply for exemptions based on religious or medical grounds. This step was undertaken to safeguard the health of our employees and residents, and the community at large.

New Compensation Plan

Ms. Harlan reported that the project to develop a new compensation plan structure that began in April 2019 was completed in November 2021. Results were introduced to staff on December 1, 2021. New pay bands, classification grade alignments, and applicable pay adjustments were made effective Jan 1, 2022.

IX. EXECUTIVE DIRECTOR REPORT

Interim Executive Director Watson's first report acknowledged the Human Resources team's great work.

Congress/Federal Government

- Congress has not yet adopted a budget for fiscal year 2022 and it is likely that the Federal government operate on a continuing resolution for quite some time.
- The Build Back Better Act, the second part of the infrastructure bill, and more directed at social infrastructure, is stalled. It is possible there could be a downsized version. The original bill had substantial increases in the Housing Choice Voucher program and the Public Housing Capital Fund. It is unclear what a stripped down version of the bill would include.
- HUD approved KCHA's 2022 MTW plan.

State Level

Governor Inslee has proposed several significant budget enhancements, including:

- \$815 million towards housing, a substantial increase
- Increased funding for behavioral health
- \$248 Million in combined state and federal resources for poverty reduction
- A \$120 Million reinvestment fund to reduce economic disparity for disadvantaged communities of color.

KCHA

- The Kirkland Plaza acquisition closed
- In partnership with the city of Kirkland a \$2.5 million dollar grant was applied for under the new Connecting Housing to Infrastructure Program. If received, this grant would help pay for an expanded and upgraded water system at Kirkland Heights.
- KCHA was awarded a \$120,000 grant from the State Department of Commerce for installation of 8.64KW solar system to be installed at Nia at Greenbridge.
- To date, 740 Emergency Housing Vouchers have been issued, and 70 have found housing.
- KCHA is scheduled to house nine Afghan Refugee families.

X. KCHA in the News

None.

XI. COMMISSIONER COMMENTS

None.

XII. ADJOURNMENT

Chair Barnes adjourned the meeting at 10:31 a.m.

**THE HOUSING AUTHORITY OF THE
COUNTY OF KING, WASHINGTON**



DOUGLAS J. BARNES, Chair
Board of Commissioners



DANIEL WATSON
Secretary