

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

**Tuesday, June 21, 2022**

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**I. CALL TO ORDER**

The monthly meeting of the King County Housing Authority Board of Commissioners was held as a special hybrid meeting on Tuesday, June 21, 2022. There being a quorum, the hybrid meeting was called to order by Chair Barnes at 8:30 a.m.

**II. ROLL CALL**

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

**III. PUBLIC COMMENT**

- A. Resident Cindy Ference gave public comment.
- B. Resident Tashena Sullivan gave public comment.

**IV. APPROVAL OF MINUTES**

- A. Board Meeting Minutes – May 16, 2022
- B. Board Meeting Minutes – May 26, 2022

On motion by Commissioner Susan Palmer, and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the May 16, 2022 and May 26, 2022 Meeting Minutes.

**V. APPROVAL OF AGENDA**

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner John Welch, the Board unanimously approved the June 21, 2022 virtual Board of Commissioners' meeting agenda.

**VI. CONSENT AGENDA**

- A. Voucher Certification Report for April 2022
- B. **Resolution 5724** – Relating to Application of the Authority's Policies; Determining that an Employee Meets the Criteria for Application of the Housing Authority's

Indemnification and Defense Policy; and, Authorizing Such Defense and Indemnification.

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner Susan Palmer, the Board unanimously approved the June 21, 2022 hybrid Board of Commissioners' meeting consent agenda.

## **VII. BRIEFINGS & REPORTS**

### **A. First Quarter 2022 Executive Dashboard**

Andrew Calkins, Director of Policy and Intergovernmental Affairs summarized the dashboard.

Questions of Commissioners were answered.

### **B. Asset Management/Development Department Briefing**

Wen Xu, Director of Asset Management  
Aran Church, Senior Asset Manager (Bond & HOP)  
Mary Gonzalez-Hansen, Asset Manager (HOP)  
Dave Allan, Senior Asset Manager (Tax Credit)  
Darrell Westlake, Capital Construction Program Manager (Capital Improvements)

Asset Management Divisions

- Bond and Home Ownership
- Tax Credit
- Capital Improvements

The team introduced themselves and explained how their programs work through a detailed power point presentation.

Questions of Commissioners were answered.

### **C. Resident Services Departmental Briefing**

Shawli Hathaway, Interim Director for Resident Services and Elizabeth Westburg, Interim Assistant Director for Resident Services presented the overview and update of the department.

#### D. Emergency Housing Voucher Program Update

Kristy Johnson, Senior Director for Policy, Research and Social Impact Initiatives gave a power point updating the Board on the Program.

- American Rescue Plan Act of 2021 was signed into law on March 11, 2011
- \$5 Billion allocated to fund the Emergency Housing Voucher (EHV) Program
- 70,000 EHV's – United States
  - 2,443 EHV's - Washington State
    - 1,314 EHV's – King County
      - 762 King County Housing Authority (15<sup>th</sup> largest EHV award in US)
      - 498 Seattle Housing Authority
      - 54 Renton Housing Authority

#### EHV Eligibility

- Experiencing homelessness
- Fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking
- Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability
- At risk of homelessness

#### E. Office of EDI Update

Scarleth Lever Ortiz, Senior Director of Equity, Diversity and Inclusion and Ji Soo Kim, EDI Program Manager gave a summary of the June Highlights from the Office of EDI.

### VIII. EXECUTIVE DIRECTOR REPORT

On the HUD Budget/Legislative Matters, Interim Executive Director Dan Watson reported that there's been little movement on a HUD Appropriations bill and none is expected prior to the fall election.

Mr. Watson also spoke to the need for additional security measures at its properties and facilities. KCHA is responding to rising crime, gun violence, and resident behavioral health concerns. There was a murder at Birch Creek where neither the victim nor the perpetrator are residents but it underscored the need to take additional security measures to protect residents and staff. Some of the measures being considered are:

- Property Management Security Patrols – In early 2022, Property Management implemented a pilot program to utilize outside security firms to provide limited patrols of

properties with increased incidents of crime. More patrols may be added on an as-needed basis.

- Workplace Violence Prevention Training – In June, trainings were held for field staff on prevention and de-escalation of violence that may occur in the workplace. Practical advice was provided in dealing with a variety of potential threats. This training has had good reviews and will be extended to all staff in late summer and fall.
- KCHA Security Master Plan – KCHA has retained an outside security consulting firm, Tactical Training Academy (TTA) to assess KCHA's needs and create a KCHA wide Security Master Plan. Over the next 6 months TTA will provide:
  - Onsite Assessment of 38 physical workplace locations
  - Assessment of current safety and security policies, plans and procedures including a review of incidents
  - Recommended changes and enhancements for workplace sites including improved hardware/software systems such as cameras, detection, and alerting systems
  - Model policies and procedures that align with best practices for implementing an in-house security management system
  - A cost and implementation schedule

#### **IX. KCHA IN THE NEWS**

None.

#### **X. COMMISSIONER COMMENTS**

None.

#### **XI. ADJOURNMENT**

Chair Barnes adjourned the meeting at 10:43 a.m.

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

  
**DOUGLAS J. BARNES, Chair**  
Board of Commissioners



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**DANIEL WATSON**  
Secretary