

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

**Monday, December 19, 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 hybrid meeting on Monday, December 19, 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) (via Zoom), Commissioner Regina Elmi (via zoom), Commissioner John Welch (via Zoom) and Commissioner TerryLynn Stewart (via Zoom).

**III. PUBLIC COMMENT**

Resident Cindy Ference gave public comment.

Resident Tashena Sullivan gave public comment.

**IV. APPROVAL OF MINUTES**

A. Board Meeting Minutes – November 14, 2022

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner Regina Elmi, the Board unanimously approved the November 14, 2022 Meeting Minutes.

**V. APPROVAL OF AGENDA**

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner Regina Elmi, the Board unanimously approved the December 19, 2022 hybrid Board of Commissioners' meeting agenda.

**VI. CONSENT AGENDA**

A. Voucher Certification Reports for October 2022

B. **Resolution 5742** – A Resolution designating and additional authorized officer for purposes of reporting, filing and similar actions.

C. **Resolution No. 5738** – Authorizing Saeed Hajarizadeh as an Alternative Contracting Officer for the Purpose of Executing Essential Legal Documents.

**D. Resolution No. 5739** – Authorizing Saeed Hajarizadeh as Contracting Officer, Signator and Agent Designated to Receive Claims for Damages

**E. Resolution No. 5740** – Appointment of Auditing Officers for the Purpose of Certifying Obligations of the Authority is Accordance with RCW 42.24.

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner John Welch, the Board unanimously approved the December 19, 2022 hybrid Board of Commissioners' meeting consent agenda.

## **VII. RESOLUTIONS FOR DISCUSSION**

**A. Resolution No. 5741** – Approval of CY 2023 Operating and Capital Budgets

Saeed Hajarizadeh, Deputy Executive Director – Chief Administrative Officer presented the details of the budget for approval.

Comments of Commissioners were made.

On motion by Commissioner TerryLynn Stewart, and seconded by Commissioner Regina Elmi, the Board unanimously approved Resolution 5741.

## **VIII. BRIEFINGS & REPORTS**

**A. Third Quarter CY 2022 Executive Dashboard**

Andrew Calkins, Director of Policy and Intergovernmental Affairs gave a summary of the report.

**B. Third Quarter CY 2022 Financial Report**

Windy Epps, Director of Finance gave the highlights of the report.

**C. HR & Office of EDIB December 2022 Updates**

- Scarleth Lever Ortiz, Senior Director of Equity, Diversity and Inclusion
- Tonya Harlan, Director of Human Resources
- Ji Soo Kim, Administrative Program Manager
- Ebane Mainor, Administrative Program Manager
- Camie Whidden, Administrative Program Manager

All gave an update of the events that are happening this month.

## **IX. EXECUTIVE DIRECTOR REPORT**

Executive Director Robin Walls gave news updates.

- On December 8, 2022 – HUD’s Deputy Secretary Adrienne Todman came to the Seattle area with a team of key partners to focus on celebrating and looking at meeting with leaders of the success and partnerships in respect to housing and homeless.

The session in the morning included: Secretary Adrienne Todman, Richard Cho, Deputy Secretary Advisor for Housing and Services and is the author of the EHV program. Mayor’s offices of Shoreline and Issaquah, Representatives of Chief of Staff from King County Executive offices, as well as former Governor Christine Gregoire.

Marc Dones was the host of the first session and he asked the KCHA and SHA to start the meeting kick off and talk about our partnership with respect of being able to achieve collectively over 96% leasing for Emergency Housing Voucher Program. KCHA’s leasing is 102.52%. This region as well as KCHA is being recognized at the local level as well as the national level for our leadership with respect of one of HUD’s signature programs.

- November 28, 2022 – Dan Watson, Andrew Calkins and ED Walls met with Representative DelBene, which was a follow up with the meeting we had with her office from the Hill trip.

Also met with the Deputy Mayor and other representatives in Bellevue and am continuing to establish local contacts.

- On December 15<sup>th</sup>, we had a Resident Listening Session at Birch Creek. Anneliese Gryta hosted. There was strong participation from our Housing Management team as well as our Resident Services team. There were 25 residents present.

We had a lot of feedback, we picked Birch Creek as it’s been a concern for us. We received helpful feedback from the residents about recent changes we have made to address security. There was positive feedback as well. Residents have seen how some of the things that we have done has made them feel more secure.

- Last week, we reopened to the public our Section 8 office. We had 44 visitors. We are doing a soft re-opening to make sure we have enough security and staff.
- Finally, we had a Diversity Sub-committee from a follow up from our Board Retreat.
- Everyone have a warm and safe holiday season.

**X. KCHA IN THE NEWS**

None.


**XI. COMMISSIONER COMMENTS**

None.

**XII. ADJOURNMENT**

Chair Barnes adjourned the meeting at 10:07 a.m.

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

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



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**ROBIN WALLS**  
Secretary