

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

Monday, March 27, 2023

I. CALL TO ORDER

The special monthly meeting of the King County Housing Authority Board of Commissioners was held as a hybrid meeting on Monday, March 27, 2023. There being a quorum, the hybrid meeting was called to order by Chairman Welch at 3:02 p.m.

II. ROLL CALL

Present: Commissioner John Welch (Chairman) (via Zoom), Commissioner Doug Barnes (Chair) (via Telephone), Commissioner Regina Elmi (via zoom) and Commissioner TerryLynn Stewart (via Zoom).

III. PUBLIC COMMENT

Resident Cindy Ference gave public comment.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – February 21, 2023

On motion by Commissioner Doug Barnes, and seconded by Commissioner Regina Elmi, the Board unanimously approved the February 21, 2023 Meeting Minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner Doug Barnes, and seconded by Commissioner Regina Elmi, the Board unanimously approved the March 27, 2023 hybrid Special Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

A. Voucher Certification Reports for January 2023

On motion by Commissioner Doug Barnes, and seconded by Commissioner Regina Elmi, the Board unanimously approved the March 27, 2023 hybrid Special Board of Commissioners' meeting consent agenda.

VII. BRIEFINGS & REPORTS

A. Fourth Quarter Financial Report

Saeed Hajarizadeh, Deputy Executive Director – Chief Administrative Officer gave details of the Fourth Quarter Financial Report along with Windy Epps, Director of Finance.

B. Office of EDIB Updates

The office of EDIB gave updates of what the department has been working on as well as showing their new EDIB video.

- Scarleth Lever Ortiz, Senior Director of Equity, Diversity, Inclusion and Belonging
- Ji Soo Kim, EDIB Program Manager
- Ebane Mainor, EDIB Program Manager

Questions of Commissioners were answered.

C. Human Resources Updates

Tonya Harlan, Director of Human Resources introduced KCHA's Learning Environment and colleagues that will be speaking in details of updates happening in Human Resources.

Inclusion Now

Camie Whidden, Learning and Development Administrative Program Manager/Training Program Manager gave an overview for Learning and Development for KCHA.

KCHA Learning Strategies/Three prong approach to learning:

- LinkedIn Learning – Platform for “just in time” training
- Inclusion Now – ELI Civil Treatment Workforce Series: A business case for diverse teams.
- Learn UP! – Conferences, Webinars, Tuition Reimbursement, Mentorship and Toastmasters Speakers of the House.

Sarah Wells-Ikeda, Learning and Development Administrative Specialist gave an update on the Learning Management System – LinkedIn Learning.

The purpose is to leverage and use as a tool as to become a learner driven institution. People – Going out to employee locations at different sites, showing up at team meetings, virtual and in person to update and hosting one on one's for their own professional growth. We are at 86% activated, we have about 70 individuals left that need to sign up.

Affirmative Action

Sarah Crane, Senior Recruiter explained in detail what the Affirmative Action Plan is and placement goals for KCHA.

AAP – Affirmative Action Plan (AAP) is a plan or program that outlines a federal contractor or subcontractor's efforts to provide equal employment opportunities and generally support the advancement of employees regardless of gender, race, disability or veteran status.

What is a Placement Goal?

- Placement Goals are set only for minorities and females when incumbency is less than reasonably expected when compared to availability.
- Placement Goals equal the Total Availability for the affected class per job group.

What a Placement Goal is NOT!

- Unlawful preferential treatment and quota.
- Set-asides or a device to achieve proportional representation of equal results.
- Requirement that any jobs be filled by a person of a particular gender, race or ethnicity.

Questions of Commissioners were answered.

D. KCHA Physical Infrastructure Improvements

Nikki Parrott, Director of Capital Construction and Weatherization

There are necessary improvements for the 600 building. These are preliminary plans and budgets for these plans. We are in an exploratory phase and will come back to the board once we have more details and costs.

Questions of Commissioners were answered.

VIII. EXECUTIVE DIRECTOR REPORT

Robin Walls, Executive Director/CEO gave news updates.

- We have received an award for the digital equity grant from the FCC in the amount of \$171,263. Expanding working with households that do not have access to broadband/internet access. We are looking forward to implementation of this.
- Director of Safety and Security started today – Ponha Lim. We look forward to introducing him at a future board meeting.
- We still have ongoing challenges. There has been another incident in Kent at Mardi Gras last week. We are still staying tuned with respect to that issue.
- Good news on Federal front, we received word last week that HUD has abandoned their plans to change their plans to convert housing authorities from a Grant funded contract, and instead, is allowing housing authorities to continue to have annual contribution contracts. That would have changed our relationship with HUD as far as how we receive our funding.

- Richard Jackson who will be our next Board member will be meeting with the local services and land use sub-committee and then will be meeting with the full King County Council. We are anticipating him to become official in April or May.
- Dan Watson will be retiring on May 12, 2023. He started at KCHA in December of 1976 at 22 years old, just out of graduate school after working as a summer intern with HUD for three years. He's worked in housing for over 48 years. The work here has always been challenging and interesting, but has had the opportunity to work within a great organization that has always been progressive, innovative, creative and ethical. For all of the progress that we have made, all the work that we have done, all the units of housing created, the challenges that low income families and individuals finding housing today is unfortunately far greater than it was when he first started.

Dan thanked the Board and all of his colleagues for their support and help that he has received throughout these years.

Each Commissioner extended their thanks to Dan for his service.

Questions of Commissioners were answered.

IX. KCHA IN THE NEWS

None.

X. COMMISSIONER COMMENTS


Residents at Greenbridge would like to see charging stations.

XI. ADJOURNMENT

Chairman Welch adjourned the meeting at 5:05 p.m.

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


DOUGLAS J. BARNES, Chair
Board of Commissioners


ROBIN WALLS
Secretary