

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

Monday, July 20, 2020

I. CALL TO ORDER

The telephonic meeting of the King County Housing Authority Board of Commissioners was held on Monday, July 20, 2020 at 700 Andover Park West, Tukwila, WA 98188. There being a quorum, the telephonic meeting was called to order by Chair Doug Barnes at 8:30 a.m.

II. ROLL CALL

Present: Commissioner Doug Barnes (Chair) (via Telephone), Commissioner Susan Palmer (Vice-Chair) (via Telephone), Commissioner Michael Brown (via Telephone), Commissioner John Welch (via Telephone) and Commissioner TerryLynn Stewart (via Telephone).

III. Public Comment

None.

IV. APPROVAL OF MINUTES

A. Board Meeting Minutes – June 15, 2020

On motion by Commissioner Susan Palmer and seconded by Commissioner Michael Brown, the Board unanimously approved the June 15, 2020 Board of Commissioners' Meeting Minutes.

V. APPROVAL OF AGENDA

On motion by Commissioner Michael Brown and seconded by Commissioner Susan Palmer, the Board unanimously approved the June 15, 2020 telephonic Board of Commissioners' meeting agenda.

VI. CONSENT AGENDA

On motion by Commissioner Susan Palmer and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the June 15, 2020 telephonic Board of Commissioners' meeting consent agenda.

VII. RESOLUTIONS FOR DISCUSSION & POSSIBLE ACTION

A. Resolution No. 5657 – A Resolution in Support of KCHA’S Day of Solidarity Proclamation on June 19th, 2020.

On June 19th, KCHA held their first day of Solidarity in recognition and support of the growing community outrage about the fact that this situation is not improving.

This is to affirm the designation of Juneteenth as an annual day of solidarity to keep this effort front and center.

Questions of commissioners’ were answered.

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Susan Palmer, the Board unanimously approved Resolution No. 5657.

VIII. BRIEFINGS AND REPORTS

A. Virus Response Team Briefing

Jill Stanton, Deputy Executive Director for Administration

Judi Jones, Director of Housing Initiatives

Bill Cook, Director of Public Housing

Ginger Peck, Risk Manager

Helen Howell, Sr Director for Policy, Research and Social Impact Initiatives

Tonya Harlan, Director of Human Resources

VRT – Virus Response Team

- Meet daily
- Answering questions/concerns to staff
- Delay in reopening
- Employees are doing great in working from home
- Strong desire for some staff to come back part time
- Extended waivers to Dec 2020 and added new waivers.
- Sanitization
- Working with residents if they are behind in rent

VST – Virus Supply Team

- Working on moving employees returning to work
 - Wellness Kit for all employees
 - Daily Wellness Check in

Testing

- We have been working to establish partnerships with Healthpoint and Seamar for emergency COVID-19 testing should we experience an outbreak.

- Public Health assured us that they will be able to get a public health strike force in a facility if we have 4-5 cases in one building on a floor.

HR Workforce

- Recruiting for regular full time positions
- Teleworking staff is about 80% of CO and 30% of field staff
- Staff are concerned about the upcoming school year

Operations

- Disinfecting twice a day during the week and once on weekends

B. 1st Quarter 2020 Financial Report

Windy Epps, Assistant Director of Finance explained the report.

Questions of commissioners' were answered.

C. 2020 Mid-Year Financial Forecast

Craig Violante, Director of Finance reported out the Financial Forecast.

Questions of commissioners' were answered.

D. Housing Choice Voucher Waitlist Report

Helen Howell, Sr Director for Policy, Research and Social Impact Initiatives

Explained that this is a cross departmental effort and introduced the team to present the report.

David Forte, Administrative Program Manager

Tyler Shannon, Research and Data Analyst

Pam Taylor, Associate Director of Housing Choice Vouchers

Key Findings from 2020:

- KCHA expanded and intensified its community outreach & training efforts.
- A new application software was used to improve the user experience
- New online communication channels were used to drive information sharing and engagement.
- KCHA had more applicants to the waitlist in 2020 than in 2017.
- Due to the addition of the "other" category to the 2020 waitlist application, the racial composition of the 2020 and 2017 waitlists are difficult to compare.
- Waitlist applicants are very low income.
- Elderly applicants are increasing.
- Waitlist applicants experiencing homeless declined.

E. New Bank Accounts

Craig Violante, Director of Finance reported that there were two new bank accounts.

IX. EXECUTIVE DIRECTOR REPORT

Director Norman noted that Congress is back in session until August 7th. The focus of legislative discussions is on a fourth COVID-19 relief and stimulus bill. The House version, known as the HEROS Act, has already been finalized. It contains two proposals that directly involve Housing Authorities.

The first is emergency rental assistance for unsubsidized households in danger of eviction. The House's bill proposed \$100 billion in time-limited rental assistance and \$1 billion for "one-time use only" Housing Choice Vouchers.

The Senate majority has not yet issued their counter-proposal. Senate Minority Leader Schumer's speech from the floor this morning noted the need for emergency rental assistance as part of this package. It is extremely important that this issue remain on the table. Even if funding ultimately goes down to a quarter of the originally proposed amount, it would still represent a major infusion of relief into the rental situation in this country.

Director Norman had the opportunity this month to discuss this critical need with Senator Murray and Representative Smith. One point he emphasized is the need for a better balance between time limited rental assistance grants and direct funding of additional one-time use Housing Choice Vouchers, which the housing industry believes is a more effective and efficient approach.

The second proposal included involves additional supplemental funding to enable Housing Authorities to deal with increased HAP costs, decreased public housing rent payments and the additional operation expenses in support of resident safety resulting from the pandemic. \$3.5 million was provided under the CARES Act. An additional \$5 billion dollars is proposed in the HEROES Act.

The Board will be kept updated as the situation evolves.

X. EXECUTIVE SESSION

A. To review the performance of a public employee (RCW 42.30.110 (1) (g))

10:00am – KCHA Board meeting was suspended for an Executive Session.

10:30am – KCHA Board meeting was reconvened.

XI. KCHA IN THE NEWS

None.

XII. COMMISSIONER COMMENTS

None.

XIII. ADJOURNMENT

Chair Barnes adjourned the meeting at 10:34 a.m.

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



DOUGLAS J. BARNES, Chair
Board of Commissioners



STEPHEN J. NORMAN
Secretary