

**RESIDENT ADVISORY COMMITTEE (RAC)**

King County Library Bellevue Branch, 1111 110th Ave NE, Bellevue WA  
■ Room 1 ■ January 10, 2017 ■ 2:30 – 4:00 PM

<b>Members Present</b>	Mary-Lynn Bowen, Paula Danielson, Marcia Magee, Elizabeth Miller, Amy Pawloski, Khanan Peyrik, Linda Sanchez-Suwaneh, Lillie Clinton
<b>KCHA Staff</b>	Rickie Robinson, Shawli Hathaway, Bill Cook, Beth Meshke, Yichuan Zhao, Mayra Jacobs, Tracie Friedman, Sarah Contreras
<b>Facilitator</b>	Marcia Magee

**KEY POINTS DISCUSSED**

<b>NO.</b>	<b>TOPIC</b>	<b>HIGHLIGHTS</b>
1	Welcome, Introductions, Review Notes	Notes from the last RAC meeting were approved without changes.
2	New Policies	Parking Policy and Facilities Use Policy drafts were presented to the RAC for feedback.
3	Section 8 Updates	Current news from the Section 8 Dept.
4	RAC Communications Improvement	RAC members discussed this topic.
5	Meeting Feedback Activity	All

**Prior RAC Meeting Notes** RAC members approved the notes from the September 6, 2016 RAC meeting. These notes will be posted at KCHA's web site: <http://www.kcha.org/residents/rac/>

## **Welcome and Introductions**

Rickie Robinson announced that he will retire in February 2017. Rickie introduced Marcia Magee as our meeting facilitator. Introductions were made around the room.

## **Housing Management Policies**

Bill Cook, Director of Public Housing, introduced Regional Managers Yichuan Zhao and Mayra Jacobs. They have been in their Regional Manager positions for about a year now. They have been working on two policies they are bringing today to the RAC for review and feedback. The Parking Policy is an update and the Community Space Facilities Use Agreement is a proposed new policy. The Parking Policy only applies to properties managed by King County Housing Authority. Property managers are responsible for enforcing the Parking Policy. The Facility Use policy only applies to properties with community centers and large community meeting rooms used by community agencies such as the Boys and Girls Club that residents sometimes use for private events when available after hours. It does not apply to shared spaces in mid-rise buildings that residents use for bingo or other social activities. Those spaces will continue to be managed by the property manager and the residents without needing a formal Facilities Use agreement.

### **Parking Policy**

A few years ago, KCHA implemented a parking policy that works like this. People eligible to park register their car with KCHA, get a parking sticker, and can park in any available space at their site with the sticker on a first come, first served basis. However, we have observed this is not working well at all sites because family sites and mid-level sites have vastly different amounts of parking available per versus the number of residents. Our proposed update to the parking policy is to split the policy and have a different parking policy for family sites than for mid-rise sites. We are proposing keeping the policy at the mid-rise properties the same (i.e. parking stickers and first come, first serve)

because parking is typically very limited at the mid-rise properties. On the family sites, we are proposing going to assigned parking spaces. Every unit at a family site will be assigned one parking space on the property, if the parking lots are large enough to accommodate every unit, whether or not that family owns a car. There will be guest parking available if there are more parking spaces than units. These parking policies would only apply to properties managed by King County Housing Authority. Property managers are responsible for enforcing the Parking Policy.

### Facilities Use Agreement

The purpose of this proposed new policy is to create one common policy to handle private usage of all of the large community spaces in various KCHA properties. Currently each property manager has his or her own method of allowing or not allowing private usage of community rooms and community centers after hours. By creating one policy, we will make it easier for residents to understand if, how and when they can use a community room, and it will make it easier for managers to manage such usage. It will reduce KCHA's risk because this proposed policy has a written agreement the private person using the space will have to sign.

Mayra went through the draft of the proposed new Facilities Use policy to show the RAC members how a resident could apply to use a community space for private use, what a resident will agree to in order to use such a space for private use, and how KCHA will charge for expenses such as damages, clean up, lost keys and overstaying in the room after the scheduled time.

RAC members thought the new Facilities Use agreement was a good idea, especially because it protects neighbors and KCHA from improper usage of or damage to community rooms during after hour events.

### Section 8 Updates

Sarah Contreras presented the following information.

- Section 8 implemented new payment standards as of January 1, 2017. The higher payment standards will help Section 8 families find units to rent in King County's very hot rental market.
- Section 8 is conducting a zip code pilot project. Section 8 employees participating in the pilot support all Section 8 participants and Section 8 landlords whose properties lie within assigned zip codes. Section 8 staff members not participating in the pilot get assigned Section 8 families to support according to the last name of the head of household.
- Seattle Housing Authority will open its Section 8 waitlist in February 2017. King County Housing Authority plans to open its Section 8 waitlist in April 2017 for a couple of weeks.
- KCHA's Section 8 Department is in the process of hiring a landlord liaison staff member to provide better service to Section 8 landlords.
- As of the beginning of 2017, Section 8 participants can identify their Section 8 housing specialists and see payment standards for various zip codes by looking that information up on the web site [www.kcha.org](http://www.kcha.org)

### **RAC Communications Recommendations**

A communications consultant, Teresa Moore, came to the RAC in 2015 to collect from RAC members (without KCHA staff present) their ideas and feedback about RAC communications. Shawli Hathaway requested comments from RAC members to a summary of the consultant's recommendations. This summary had been mailed to RAC members prior to this meeting.

The main recommendations from Teresa Moore were:

- Train RAC members to facilitate RAC meetings and help keep conversations on track.
- Give RAC members the opportunity to provide truly meaningful feedback.

- Set a regular schedule of RAC meetings.
- Consider splitting RAC meetings into Section 8 and Public Housing segments.

RAC members agreed that the above summary was an adequate summary of the discussion with the communications consultant. Some additional comments this afternoon (at least one person contributed each idea that follows): don't split up the meeting into two locations because we like to meet all together, meet all together but meet alternately at Tukwila and on the east side, have the meeting location be in between Tukwila and Bellevue, start afternoon meetings at 3 pm rather than 2:30 pm, have a meeting that lasts longer than 1 ½ hours when we discuss a big topic or have less on the agenda so there's more time to discuss big agenda items, get an up-to-date contact list of KCHA staff members, have an assessment of how the RAC is operating more often, recruit new RAC members and have a way to deal with RAC members who never attend, create a list of RAC members who want to share their contact information with other RAC members, and we like having a RAC member facilitate the meeting.

### **Meeting Feedback**

Kudos / Good News: Good information shared; Thanks for telling us about Comcast Internet Essentials; Good job, Marcia, facilitating the meeting; Good job for this meeting in general

What Didn't Work: The speakers were scattered around the circle. People presenting at the RAC should sit closer together so people with difficulty hearing can sit near the speakers. Starting an afternoon meeting at 3 pm instead of 2:30 pm would be better for RAC members who have jobs.

## Future meeting topic suggestions:

- Have time for resource sharing at RAC meetings.
- What is KCHA doing regarding Workforce Development? I think we should share information about employment opportunities, career fairs, opportunities for people who get food stamps, etc.
- Provide information about focus groups KCHA residents can join so people who want to be in a focus group can know how to join.
- Tell us about new programs coming through the Family Sufficiency Program for low income and Section 8. I would like to see more help for people who live in private apartments but they take Section 8 and Tax Credit.
- Emergency preparation classes