

**MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE
CITY OF PASCO AND FRANKLIN COUNTY (HACFPC)**

May 27, 2021

The Commissioners of the Authority met in regular session at the Housing Authority of the City of Pasco and Franklin County's (HACFPC) administration office, 2505 W. Lewis Street, Pasco, Washington on May 27, 2021, at 4:00 p.m.

1. CALL TO ORDER

The meeting was called to order at 4:00 p.m.

2. COMISSIONER ROLL CALL

Upon roll call, those present were as follows:

Present: Bishop, Garcia, Griffith

Absent: Domingos, Dukelow

STAFF AND EX OFFICIO MEMBERS

Present: Matt Truman, Executive Director
Kimberly Katalenich, Finance Director
Lisa Richwine, Executive Assistant/Recording Secretary

VISITORS – n/a

3. APPROVAL OF AGENDA:

Mr. Bishop made a motion to approve the agenda as presented. Mr. Griffith seconded the motion and it passed unanimously, 3 ayes, 0 nays.

4. CONSENT AGENDA

The consent agenda was approved as submitted. Included were the minutes of the regular meeting of March 25, 2021, and the special meeting of April 13, 2021, and the checks listings for March 2021 – Bank of the West General Operating Account checks numbered 69469-69720, totaling \$437,432, and Bank of the West Security Deposit Fund check numbered 1313 totaling \$406, and the checks listings for April 2021 -- Bank of the West General Operating Account checks numbered 69721-69931 totaling \$405,456, Bank of the West Petty Cash checks numbered 1821-1822 totaling \$183. Also, approval of bad debt write offs for rent, utility billing, and miscellaneous in the amount of \$3,560.50 and, of that amount, \$3,560.50, will be turned over for collection plus the collection processing fees.

5. STAFF REPORTS

- (a) Executive (Mr. Truman)
- ✓ The State Audit concluded with no findings.
 - ✓ Staff is working with the Benton-Franklin Health District to host a pop-up COVID-19 vaccination clinic in June.
 - ✓ HACPFC's New and Improved website went live since our last meeting. Applicants may apply online now.
 - ✓ We have applied for and plan to receive 25 Emergency Housing Vouchers.
 - ✓ Our Family Self-Sufficiency program now has 25 people enrolled – up from only 10 in February.

6. NEW BUSINESS

- (a) Resolution #20/21-992 REGARDING EMERGENCY HOUSING VOUCHERS AND REGULATORY WAIVERS PIH 2021-15 ISSUED MAY 5, 2021

Mr. Bishop made a motion to adopt the resolution as presented by staff. Mr. Griffith seconded it.

The commissioners asked for a more detailed explanation of who the vouchers would be distributed to. Mr. Truman informed them that the vouchers would be distributed to the homeless, near homeless and victims of sex trafficking and domestic violence.

The motion passed unanimously, 3 ayes, 0 nays.

- (b) Resolution #20/21-993 PHA BOARD RESOLUTION APPROVING OPERATING BUDGET

Mr. Bishop made a motion to adopt Resolution #20/21-993. Mr. Griffith seconded it and the motion passed unanimously, 3 ayes, 0 nays.

- (c) Motions arising from board discussion of previous motions or discussion – n/a
- (d) Urgent matters not included in the agenda due to lack of time -n/a

7. OTHER BUSINESS – n/a

8. EXECUTIVE SESSION

The Board went into Executive Session at 4:10 p.m. for 50 minutes in accordance with:

- (a) RCW 42.30.110 (g)
- (b) RCW 42.30.110 (i)

9. RECONVENE OPEN SESSION

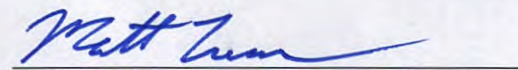
The Open Session reconvened at 5:00 p.m.

10. ADJOURNMENT

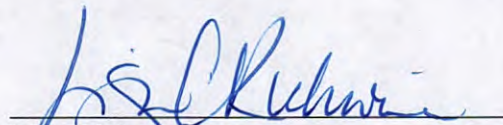
The meeting was adjourned at 5:02 p.m. by unanimous decision – 3 ayes, 0 nays.

The Board of Commissioners will next meet in regular session on June 24, 2021, 4:00 p.m.


Gregory Garcia
Chair, Board of Commissioners


Matt Truman
Secretary, Board of Commissioners

Minutes Prepared by:


Lisa Richwine
Recording Secretary