

HOUSING AUTHORITY OF THE CITY OF SEDRO-WOOLLEY
BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES

Wednesday, August 30, 2023

I. Call to Order

The meeting of the Board of Commissioners of the Sedro-Woolley Housing Authority was called to order by Chair Laurie Fellers at 10:45a.m., on Wednesday, August 30, 2023.

II. Roll Call

Present: Commissioner Laurie Fellers (Chair), Commissioner Reta Stephenson (Vice-Chair), Commissioner Kacy Johnson, Commissioner Dona Cowan, Commissioner Katherine Olson and Commissioner Lesa Sheahan

Staff: Robin Walls, Anneliese Gryta, Saeed Hajarizadeh, Tesh Assefa, Caprice Witherspoon and Candace Winfield

III. Public Comment

No public comment.

IV. Approval of Minutes

A. June 14, 2023 - Board of Commissioners' Meeting Minutes

Commissioner Dona Cowan moved for approval of the Minutes, seconded by Commissioner Reta Stephenson; the Board unanimously approved the Minutes from June 14, 2023.

V. Action Items for Discussion & Approval

A. Approval of Voucher Report June 1, 2023 to July 31, 2023

Questions of Commissioners' were answered.

Commissioner Dona Cowan moved for approval of the Voucher Report, seconded by Commissioner Reta Stephenson; the board unanimously approved the Voucher Report for June 1, 2023 to July 31, 2023.

B. Resolution No. 486 - Authorizing Changes to the Public Housing Admission and Continued Occupancy Policy (ACOP) Relating to Household Eligibility

Commissioner Dona Cowan moved for approval, seconded by Commissioner Reta Stephenson; the board unanimously approved Resolution No. 486.

C. Resolution No. 487 - Authorizing Approval of a Disposition Policy

Commissioner Kacy Johnson moved for approval, with corrections of typo in section 5.3 of the policy -changes the word one to five, seconded by Commissioner Reta Stephenson; the board unanimously approved Resolution No. 487.

D. Resolution No. 488 – Recognizing the Dedicated Service of Commissioner Kacy Johnson Throughout her Tenure on the Board of Commissioners of the Sedro-Woolley Housing Authority from 1991 through 2023 and Expressing the Appreciation of Board Members and Staff of the Housing Authority

Commissioner Reta Stephenson moved for approval, seconded by Commissioner Dona Cowan; the board unanimously approved Resolution No. 488.

VI. Reports

A. Financial Report for June 2023

Tesh Assefa, Financial Reporting Manager explained the Financial Report for June 2023.

Questions of Commissioners' were answered.

B. Housing Management Report for June/July 2023

Caprice Witherspoon, Senior Property Manager gave an overview of the report.

C. Update on the Sedro-Woolley Housing Authority HUD Monitoring Review

Anneliese Gryta, Deputy Executive Director of Housing Assistance Programs and Robin Walls, Executive Director/CEO gave an update on the SWHA HUD Monitoring Review.

VII. Executive Session

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

11:20am – Board meeting was suspended.

11:29am – Board meeting was re-convened.

VIII. Adjournment

There being no further business before the Board of Commissioners, the meeting was adjourned at 11:31 a.m.

THE HOUSING AUTHORITY OF THE
CITY OF SEDRO-WOOLLEY, WASHINGTON



LAURIE FELLERS, Chair
Board of Commissioners



ROBIN WALLS
Executive Director/CEO