

Minutes for Klamath Housing Authority Board of Directors Business Meeting February 22, 2022

Present:

Rick Sonerholm by zoom
Tessa Gutierrez
Debra Gisriel by zoom
Stephanie Hirche by zoom
Diana Otero, Executive Director
Amie Bashant - Guest

Absent:

Cheri Sandberg
Amy Boivin

1. **Call to Order/Roll Call:** The meeting was called to order at 12:10 p.m. by vice chair Stephanie Hirche. There was a quorum present.
2. **Public Input:** No public input
3. **Approval of Minutes** of KHA business meeting held January 18, 2022. A motion to approve was made by Tessa, seconded by Rick. Motion passed by unanimous vote.

4. Resolutions

#643 – Approval of new HCV payment standards.

	Klamath		Lake	
	<u>Old</u>	<u>New</u>	<u>Old</u>	<u>New</u>
0 Bdr	\$ 590	\$ 612	\$ 537	\$ 542
1 Bdr	\$ 668	\$ 700	\$ 668	\$ 716
2 Bdr	\$ 888	\$ 921	\$ 790	\$ 816
3 Bdr	\$1248	\$1308	\$1100	\$1140
4 Bdr	\$1475	\$1568	\$1300	\$1375
5 Bdr	\$1675	\$1800	\$1480	\$1575

Staff are recommending the raise in hopes our clients will have a better chance of finding a rental that they can use a voucher in. KHA has money in reserves that will cover the costs. A motion to approve was made by Tessa, seconded by Stephanie. Ricked abstained, motion passed by majority vote.

#644 – Approval to ask HUD for waiver to implement new payment standards immediately.

According to HUD rules, when payment standards are raised they are implemented at the time of a client's recert. KHA will ask HUD to allow us to implement them over the next 3 months, so clients can have the advantage longer. A motion to approve was made by Tessa, seconded by Rick. Motion passed by majority vote.

#645 – Approval for employees to earn 1 sick leave day per month instead of 7.5/8 hours.

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KHA has been working a 4 day work week for more than 15 years, and the current policy does not give employees one complete sick day per month which is generally the industry standard. A motion to approve was made by Rick, seconded by Tessa. Motion passed by majority vote.

5. New Business:

a. Approval of Amie Beshant as new board member. KHA has a vacancy on our board, we currently have 6 members. Amie Beshant attended the January meeting and has expressed an interest in being a board member. She has applied through the County Commissioners office, and they are awaiting our approval before they make the appointment. A motion to approve was made by Rick, seconded by Tessa. Motion passed by majority vote.

b. Proposal from Stewardship Development Robin Smith from Stewardship Development, a non-profit out of Eugene, reached out to Diana about a housing project they want to build in Klamath Falls with LIFT funds. They don't want us to actually partner with them, they are looking for project-based vouchers, and possible property management services. Diana said she didn't think it was a good idea to try to manage property we don't have an ownership stake in, but it might not be a bad idea to consider project-based vouchers. It would have to be done by a competitive proposal, but there might be other landlords that would be interested also. The board agreed and directed Diana to notify Stewardship Development of our decision.

6. Old Business:

a. Executive Director recruitment process update. Rick reported that nothing happened this past month, as all the firms he has talked to said that they felt it was a little too early to engage their services. Diana reported that she felt there was a viable candidate in one of the KHA employees. Ann Malfavon has been with KHA for over 9 years and is currently the KHA Finance Manager. Diana would like to have her start coming to the board meetings so everyone can meet her.

b. Executive Director job description – proposed updated one – Diana presented the updated job description, with basic accounting skills being added as a desired skill. Rick suggested we add in development activities as a desired skill also. Diana will add that to the job description and re-circulate it.

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c. Update on Desert Horizons housing in Lakeview. The land that we were planning on building the project on has been sold before we could get a signed purchase agreement. Diana and Matt Bogatay have had conversations with OHCS, and they will continue to work with us as we look for other land. This will probably delay the start of construction to Spring of 2023.

7. Adjourn - the meeting was adjourned at 12:50 pm, as there was no longer a quorum. If we can get a quorum on Tuesday March 1, there will be a short zoom meeting to finish the last 2 items on the agenda. The next regular board meeting will be held March 29, 2022.