

**COQUILLE INDIAN HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES**

**Date:** October 6, 2016  
**Time:** 3:45 p.m.  
**Place:** Coquille Indian Housing Authority Office  
2678 Mexeye Loop, Coquille Tribal Lands, Coos Bay, OR 97420

**Notice:** The meeting was scheduled for September 29, 2016 at the regular meeting held July 21, 2016, rescheduled to October 6, 2016 by electronic notice on September 19, 2016, and confirmed by electronic notice on September 27, 2016.

Chair Brend called the meeting to order at 3:45 p.m.

CALL TO ORDER

The opening prayer was waived.

OPENING PRAYER

Secretary/Treasurer Hunter called the roll. Present were Chair Brend, Vice Chair More, and Commissioners Chase, Parrish, and Rocha. Commissioner Garrett was absent, excused. A quorum was established.

ROLL CALL

QUORUM

CIHA staff members present were Executive Director Anne Cook, Administrative Services Coordinator Debbie Dennis, Deputy Director Lyman Meade, Accounting Services Coordinator Marcy Chytka, Maintenance Coordinator Scott Felton, Housing Programs Coordinator Dale Herring, Housing Programs Specialist Tracey Mueller, and Maintenance Technician Scott Platter.

Also in attendance were CIHA Consultant Jimmy Willis and KRA Secretary Pam Lenox.

None.

PUBLIC COMMENT

Minutes of the July 21, 2016 regular meeting were provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

MINUTES

Vice Chair More moved to approve the minutes of the July 21, 2016 regular meeting, seconded by Commissioner Rocha. The motion carried unanimously.

None.

AMENDMENTS  
TO AGENDA

Commissioner Rocha moved to approved the agenda, seconded by Vice Chair More. The motion carried unanimously.

Accounting reports for July and August 2016, and Maintenance and Resident Services reports for July, August, and September 2016 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

DEPARTMENT  
REPORTS

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Accounting Services Coordinator Marcy Chytka, Maintenance Coordinator Scott Felton, and Housing Programs Coordinator Dale Herring reviewed and responded to questions regarding the Accounting, Maintenance, and Resident Services reports.

Secretary/Treasurer Hunter moved to accept the Department Reports, seconded by Commissioner Parrish. The motion carried unanimously.

Materials from the Kilkich Residents Association meeting held September 12, 2016 and Tribal Police Department reports for July, August, and September 2016 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

AFFILIATE  
REPORTS

KRA Secretary Pam Lenox reviewed and responded to questions about recent Kilkich Residents Association activities. New Board members and officers had been elected at the last meeting.

Kilkich Resident  
Association

Executive Director Cook shared correspondence from KRA thanking the CIHA Board for removing vegetation at the playground that had obstructed drivers' view of children entering the roadway.

Tribal Police Chief Scott LaFevre reviewed and responded to questions about recent Tribal Police Department activities. A second K-9 officer would be joining the force soon. The department would begin using body cameras in the near future as well.

Tribal Police  
Department

Executive Director Cook shared correspondence from CITPD thanking the Board for CIHA's donation to the Annual Bicycle Safety Rodeo.

Vice Chair More moved to accept the Affiliate Reports, seconded by Commissioner Parrish. The motion carried unanimously.

An FY17 Master Projects List dated October 6, 2016; FY16 Completed Projects List dated October 6, 2016; information regarding the book recommended by Sara Garland at the August training titled, *Plants of the Pacific Northwest Coast*; a flyer announcing the Surfrider Tsunami Preparedness Talk to be held October 13, 2016 at the Egyptian Theatre; CIHA's FY17 IHP approved by HUD on September 7, 2016; HUD memos dated September 24, 1999, January 20, 2011, and February 10, 2011 regarding Medical Marijuana Use; US Attorney General Memo dated August 29, 2013 regarding Marijuana Enforcement Guidance; US DOJ memo dated October 28, 2014 regarding Marijuana Issues in Indian Country; HUD memo dated December 29, 2014 regarding Marijuana Use in Multifamily Housing; Times Union Article dated September 8, 2015 regarding Tribal Lands Setting Their Own Rules on Marijuana; an article by Lael Echo-Hawk in the HSDW Smoke Signals dated October 26, 2015 regarding Federal Raids Raise Questions About

EXECUTIVE  
DIRECTOR'S  
REPORT

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the Effect of DOJ Memo; NAIHC presentation dated December 28, 2015 regarding Marijuana and Indian Housing; an article by Lael Echo-Hawk in the HSDW Smoke Signals dated January 28, 2016 regarding Cannabis in Indian Country – A Year Later; H.R. 5014 Tribal Marijuana Sovereignty Act introduced April 20, 2016; H.R. 5014 status update as of October 6, 2016; Washington Post article dated August 11, 2016 regarding federal reaffirmation of prohibition on medical marijuana; Fox News article dated August 16, 2016 regarding federal appeals court ruling medical marijuana cases not to be prosecuted if State law allows; and, memoranda from CIHA Attorney Ed Goodman dated July 25, 2016, August 12, 2016, September 8, 2016, September 9, 2016, September 22, 2016, and September 29, 2016 regarding federal funding, legislative issues, and recent NAIHC activities were presented at the meeting. (Copies attached to these minutes.)

Executive Director Cook reviewed and responded to questions regarding the status of current work priorities, other active items, projects completed since the last report, projects completed in FY16, and recent issues.

Executive Director Cook shared correspondence from resident Helen Howard thanking the CIHA Board for the front yard makeover project at her home.

Vice Chair More moved to accept the Executive Director's report, seconded by Commissioner Rocha. The motion carried unanimously.

None.

COMMITTEE  
REPORTS

Vice Chair More shared information about an annual After Hours event to be held at the Coos Bay library on October 22, 2016 and that he had tickets available for sale.

BOARD  
COMMUNICATIONS

Chair Brend reported that later in the evening following the CIHA Board meeting the Coos History Museum would be presenting information on Ballot Measure 6153 which, if approved by voters, would provide a tax base to benefit museums throughout Coos County.

None.

OLD BUSINESS

NEW BUSINESS

CIHA's FY 2016 Self-Monitoring Assessment was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

FY 2016  
Self-Monitoring  
Assessment

CIHA Consultant Jimmy Willis reviewed and responded to questions regarding the results of CIHA's FY 2016 Self-Monitoring Assessment.

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There were no concerns or findings. Recommendations included notes on audit presentation and policy updates.

The assessment concluded that, overall, CIHA's IHBG program is well managed and substantially in compliance with the requirements of NAHASDA. Of special note was CIHA's continued exceptional control over its tenant accounts receivable (TARs) which was 2.66% for FY 2016.

Commissioner Rocha moved to approve the FY 2016 Self-Monitoring Assessment, seconded by Commissioner Chase. The motion carried unanimously.

Resolution HA1701 – Writing Off Uncollectible Tenant Accounts Receivable (TARs) was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

HA1701 – Writing Off  
Uncollectible Tenant  
Accounts Receivable

The effect of the resolution would be to remove CIHA's FY 2016 vacated tenant accounts receivable in the amount of \$6,873.32 from current accounts but would not forgive the underlying debt to the agency. The debtor would continue to appear on HUD delinquency rolls and would be barred from receiving assistance from any HUD-funded program until the debt was cleared.

Commissioner Rocha moved to adopt Resolution HA1701 – Writing Off Uncollectible Tenant Accounts Receivable, seconded by Commissioner Parrish. The motion carried unanimously.

A draft Monthly Housing Assistance Payments (MHAP) policy update was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

Monthly Housing  
Assistance Payments  
(MHAP) Program  
Policy Update

The Tribal Council had recently contributed funds for ten MHAP slots to assist low-income Coquille Tribal members living outside the five-county service area anywhere in the US. Executive Director Cook presented proposed policy updates to implement the expansion.

Commissioner Rocha moved to approve the proposed revisions to the Monthly Housing Assistance Payments (MHAP) policy amended to add deletion of the last sentence of Section 2, paragraph 3, subparagraph B, seconded by Secretary/Treasurer Hunter. The motion carried unanimously.

Vice Chair More would share photos from his recent trip to Scotland immediately following adjournment.

PUBLIC COMMENT

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The next regular meeting was scheduled to be held November 3, 2016  
at 3:30 p.m.

NEXT MEETING

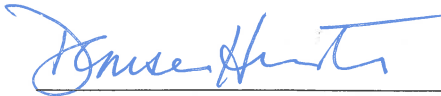
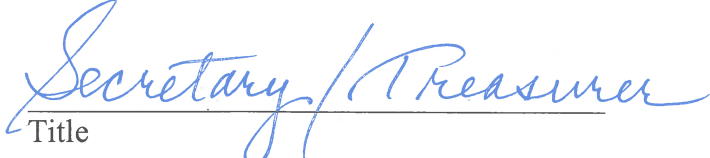
Secretary/Treasurer Hunter moved to adjourn, seconded by  
Commissioner Rocha. The motion carried unanimously and the  
meeting was adjourned at 5:40 p.m.

ADJOURNMENT

Prepared by:

Approved by:

  
\_\_\_\_\_  
Debbie Dennis  
Administrative Services Coordinator

 11/3/16  
\_\_\_\_\_  
Signature Date  
  
\_\_\_\_\_  
Title

