

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: January 25, 2018
Time: 3:30 p.m.
Place: Coquille Indian Housing Authority Office
2678 Mexeye Loop, Coquille Tribal Lands, Coos Bay, OR 97420

Notice: The meeting was scheduled at the regular meeting held December 14, 2017 and confirmed by written notice on January 22, 2018.

Chair Brend called the meeting to order at 3:40 p.m. CALL TO ORDER

Chair Brend offered the opening prayer. OPENING PRAYER

Secretary/Treasurer Hunter called the roll. Present were Chair Brend, Vice Chair More, and Commissioner Rocha. Commissioners Chase and Garrett were 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, and Housing Programs Coordinator Dale Herring.

Also in attendance was Coquille Tribal Police Chief Scott LaFevre.

None. PUBLIC COMMENT

Minutes of the December 14, 2017 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 December 14, 2017 regular meeting, seconded by Secretary/Treasurer Hunter. The motion carried unanimously.

Executive Director Cook requested that review of CIHA's Mission Statement be added to the agenda as item 13A. AMENDMENTS
TO AGENDA

Vice Chair More moved to approve the agenda as amended, seconded by Secretary/Treasurer Hunter. The motion carried unanimously.

Accounting reports for November and December 2017, and Maintenance and Resident Services reports for December 2017 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.) DEPARTMENT
REPORTS

Coquille Indian Housing Authority Board of Commissioners
Regular Meeting Minutes
January 25, 2018

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

Commissioner Rocha moved to approve the department reports, seconded by Vice Chair More. The motion carried unanimously.

Materials from the Kilkich Residents Association meeting held January 8, 2018, and a Tribal Police Department report for December 2017 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

AFFILIATE
REPORTS

A representative of the Kilkich Residents Association was not available to attend the meeting. Executive Director Cook reviewed and responded to questions about recent Association activities.

Killich Residents
Association

Tribal Police Chief LaFevre reviewed and responded to questions about recent Tribal Police department activities.

Tribal Police
Department

Vice Chair More moved to approve the affiliate reports, seconded by Secretary/Treasurer Hunter. The motion carried unanimously.

A Master Projects List dated January 25, 2018; PMOSF Progress and Budget Reports for November and December 2017; materials presented at CIHA's Tribal Council workshop on January 10, 2018 regarding Market Rate Rental Opportunities; Tribal Resolution CY18004 temporarily suspending the Private Residential Leasing program at the CIHA Board's request; and, memoranda from CIHA Attorney Ed Clay Goodman dated December 15, 2017, January 5, 2018, and January 12, 2018 regarding federal funding, legislative issues, and recent NAIHC activities were presented at the meeting. (Copies attached to these minutes.)

EXECUTIVE
DIRECTOR'S
REPORT

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

Vice Chair More moved to accept the Executive Director's report, seconded by Secretary/Treasurer Hunter. The motion carried unanimously.

None.

COMMITTEE
REPORTS

Coquille Indian Housing Authority Board of Commissioners
Regular Meeting Minutes
January 25, 2018

BOARD
COMMUNICATIONS

Vice Chair More shared that the Burns Night Celebration and Dinner would be held on February 2, 2018 at The Mill Casino. The Coos County Housing Task Force was scheduled to meet at the CIHA office on January 31, 2018 at 3:45 p.m. for a tour of Kilkich. The Coos County Commissioners had approved reopening and updating the County's 10-Year Plan to End Homelessness recently.

Executive Director Cook noted that representatives of the Energy Trust of Oregon would be presenting an incentive check for the resource conservation improvements to CIHA's new maintenance building on January 31, 2018 at 2:45 p.m. just prior to the Coos County Housing Task Force tour and invited the Commissioners to attend both events.

Chair Brend shared that the Coos History Museum would be hosting a Women's History Month lunch on March 12, 2018 at 11:00 a.m. The Tribe had purchased a table for the event. Individuals could purchase tickets for \$40 each.

None.

OLD BUSINESS

NEW BUSINESS

A draft update to CIHA's Mission Statement and history of previous versions was presented at the meeting. (Copy attached to these minutes.)

CIHA Mission
Statement Update

CIHA's Mission Statement had been updated to include Tribal members living outside the service area and of all income levels as discussed at the planning session held in August. Vice Chair More asked that the wording be revised and presented at the next meeting.

None.

PUBLIC COMMENT

The next regular meeting was scheduled to be held February 22, 2018 at 3:30 p.m.

NEXT MEETING

The meeting was adjourned at 5:00 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Coordinator

Signature

Date

Title