

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: May 10, 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 March 29, 2018 and confirmed by written notice on May 4, 2018.

Chair Brend called the meeting to order at 3:30 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 Commissioners Chase and Garrett. Commissioner Rocha was absent, excused. A quorum was established.

ROLL CALL

QUORUM

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

Also in attendance were Tribal Police Chief Scott LaFevre and South Coast Interagency Narcotics Team (SCINT) Director Captain Cal Mitts.

None.

PUBLIC COMMENT

Minutes of the March 29, 2018 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 March 29, 2018 regular meeting, seconded by Commissioner Garrett. Motion carried.

Executive Director Cook asked that the South Coast Interagency Narcotics Team (SCINT) be added to Affiliate Reports as agenda item 8C and a Private Residential Leasing Program Lottery Drawing be added to New Business as agenda item 13A.

AMENDMENTS
TO AGENDA

Vice Chair More moved to approve the agenda, seconded by Secretary/Treasurer Hunter. Motion carried.

Accounting, Maintenance, and Resident Services reports for March and April 2018 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 Technician Scott Platter, and Housing Programs Coordinator Dale Herring reviewed and responded to questions regarding the department reports.

Vice Chair More moved to approve the department reports, seconded by Commissioner Chase. Motion carried.

Materials and draft minutes for the Kilkich Residents Association meeting held April 9, 2018 and Tribal Police Department reports for March and April 2018 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

AFFILIATE
REPORTS

Kilkich Residents
Association

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.

Tribal Police
Department

Tribal Police Chief LaFevre reviewed and responded to questions about recent Tribal Police department activities. A citation had been issued under CITC Chapter 650 Civil Violations involving a neighbor dispute. The party cited was scheduled to appear in Tribal Court May 15, 2018.

South Coast Interagency Narcotics Team (SCINT) Director Captain Cal Mitts reviewed and responded to questions about recent SCINT activities, arrests, seizures, and trends in drug use for the area. Staffing and funding difficulties continued. Application had been made to designate Highway 101 as a High Intensity Drug Trafficking Area (HIDTA), which would enable access to federal funds for salaries.

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

A Master Projects List dated May 10, 2018; the housing section of the Tribe's current draft ANA-SEDS Comprehensive Plan; an agenda for the Tribe's 29th Restoration Celebration; a flyer for a Safety & Security training July 20, 2018; memoranda from CIHA Attorney Ed Clay Goodman dated April 6, 11, 20, 25 and May 3, 2018 regarding federal funding, legislative issues, and recent NAIHC activities; NAIHC comments regarding a HUD Listening Session & Tribal Consultation; a Godfrey & Kahn Indian Nations Law Update dated April 2018; a Coos County Housing Study presentation made by CZB on April 26, 2018; and, a link to the Oswego, NY Renaissance Association website 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.

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Vice Chair More moved to accept the Executive Director's report, seconded by Commissioner Chase. Motion carried.

None.

COMMITTEE
REPORTS

Chair Brend shared information about upcoming Coos History Museum activities. The "Black Flags, Blue Waters" fundraiser on September 8, 2018 would be catered by Black Market Gourmet and 7 Devils Brewery. CIHA had purchased a table for the event.

BOARD
COMMUNICATIONS

Vice Chair More shared that he would be teaching a 16-week Chi Gong for Beginners class beginning May 29, 2018. The course was designed for people 55 and older. Also, he was working to arrange a tour of CIHA operations with a regional representative of the Governor's office.

Chair Brend distributed Board and Staff Appreciation gift cards and thanked everyone for their service and hard work.

None.

OLD BUSINESS

NEW BUSINESS

Two applications for the Private Residential Leasing Program had been received and screened for eligibility since the last Board meeting. Available lot numbers were placed in the drawing cylinder and mixed. Secretary/Treasurer Hunter drew Lot 601 Miluk Drive for applicant Brady Scott and Lot 657 Miluk Drive for applicant Brendan Scott.

Private Residential
Leasing Program
Lottery Drawing

Chair Brend commented on the results of Orlin Brend's recent DNA test.

PUBLIC COMMENT

The next regular meeting was scheduled to be held June 14, 2018 at 3:30 p.m.

NEXT MEETING

Secretary/Treasurer Hunter moved to adjourn, seconded by Commissioner Garrett. Motion carried. The meeting was adjourned at 5:20 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Coordinator

Signature Date

Title