

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: December 12, 2019

Time: 3:00 p.m.

Place: The Mill Casino-Hotel, Willow-Beargrass Room
3201 Tremont Avenue, North Bend, Oregon 97459

Notice: The meeting was scheduled at the regular meeting held November 7, 2019 and confirmed by written notice on December 6, 2019.

Vice Chair Hunter called the meeting to order at 3:15 p.m.

CALL TO ORDER

Commissioner Severson offered the opening prayer.

OPENING PRAYER

Secretary/Treasurer More called the roll. Present were Vice Chair Hunter and Commissioners Chase, Rocha, and Severson. Chair Brend and Commissioner Garrett were 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, Controller Marcy Chytka, Housing Programs Coordinator Dale Herring, Housing Programs Specialist Tracey Mueller, Maintenance Coordinator Scott Felton, and Maintenance Technicians Scott Platter and Ken Myers.

None.

PUBLIC COMMENT

Minutes of the November 7, 2019 regular meeting were provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

MINUTES

Secretary/Treasurer More moved to approve the minutes of the November 7, 2019 regular meeting, seconded by Commissioner Severson. Motion carried.

None.

AMENDMENTS
TO AGENDA

Accounting reports for September 2019 after year-end adjustments and October 2019, and Maintenance and Resident Services reports for November 2019 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

DEPARTMENT
REPORTS

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

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Secretary/Treasurer More moved to approve the department reports, seconded by Commissioner Rocha. Motion carried.

Materials for the Kilkich Residents Association (KRA) meeting held December 9, 2019 and a Tribal Police Department report for November 2019 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

AFFILIATE
REPORTS

Executive Director Cook reviewed and responded to questions regarding the Kilkich Residents Association. KRA would be holding a gift card drawing for households displaying holiday decorations visible from the road and distributing holiday gift cards to non-Coquille families on Tribal lands. A blanket raffle and 50/50 drawing were planned for the Tribe's Winter Gathering in January.

Kilkich Residents
Association

Executive Director Cook reviewed and responded to questions regarding the Tribal Police Department report.

Tribal Police
Department

Secretary/Treasurer More moved to accept the affiliate reports, seconded by Commissioner Rocha. Motion carried.

A Master Projects List dated December 12, 2019; November and December 2019 Ko-Kwel Wellness Center updates; Learning Center traffic redesign proposal dated December 11, 2019; Executive Director Cook's comment on Merkley Housing Bill dated December 4, 2019; Jimmy Willis retirement photos dated November 7, 2019; memoranda from CIHA Attorney Ed Clay Goodman dated November 8 and 21, 2019 and December 9 and 11, 2019 regarding federal funding, legislative issues, and recent NAIHC activities; and, Godfrey & Kahn Indian Nations Law Update for November 2019 were made available to the Commissioners online. (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.

Commissioner Garrett arrived at 4:35 p.m.

SPECIAL ORDER

Secretary/Treasurer More moved to accept the Executive Director's report, seconded by Commissioner Severson. Motion carried.

Housing Programs Coordinator Dale Herring reviewed and responded to questions regarding the Common Scheme Restrictions Compliance Committee meeting held December 5, 2019. The policy will be revised to add or clarify conditions, to indicate whether actions violate Tribal Code, lease conditions, or other policy, and sanctions for violation.

COMMITTEE
REPORTS

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Secretary/Treasurer More shared that the Coastal Celtic Society would be holding its annual Burns Night celebration on February 8, 2020 in the Salmon Room at The Mill. Tickets would be available at Ko-Kwel Gifts or could be purchased from Secretary/Treasurer More directly.

BOARD
COMMUNICATIONS

Vice Chair Hunter shared information regarding a Fashion Show Luncheon that would be held on Saturday, March 21, 2020 at The Mill. All Oregon tribes were invited to participate.

None.

OLD BUSINESS

NEW BUSINESS

A Board and Council Review Draft of CIHA's Annual Performance Report for the fiscal year ended September 30, 2019 and presentation notes prepared by Executive Director Cook were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

FY 2019
Annual Performance
Report

Executive Director Cook reviewed and responded to questions regarding CIHA's FY 2019 Annual Performance Report. No public comment had been received.

Secretary/Treasurer More moved to approve submission of the Annual Performance Report for the fiscal year ended September 30, 2019 to HUD, seconded by Commissioner Rocha. Motion carried..

Commissioner Garrett announced the arrival of a new great granddaughter.

PUBLIC COMMENT

The next meeting was scheduled to be held January 23, 2020 at 3:30 p.m.

NEXT MEETING

Commissioner Rocha moved to adjourn, seconded by Secretary/Treasurer More. The motion carried and the meeting was adjourned at 5:15 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Coordinator

Signature

Date

Title