

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: April 30, 2020
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 26, 2020 and confirmed by electronic notice on April 27, 2020.

Vice Chair Hunter called the meeting to order at 3:35 p.m. CALL TO ORDER

Housing Programs Coordinator Dale Herring offered the opening prayer. OPENING PRAYER

Secretary/Treasurer More called the roll. Present onsite was Vice Chair Hunter. Present by video conference were Secretary/Treasurer More and Commissioners Chase, Garrett, and Rocha. Commissioner Severson was absent, excused. A quorum was established. ROLL CALL
QUORUM

CIHA staff members present onsite were Executive Director Anne Cook, Deputy Director Lyman Meade, Administrative Services Coordinator Debbie Dennis, and Maintenance Coordinator Scott Felton. Present by video conference were Controller Marcy Chytka, Housing Programs Coordinator Dale Herring, Housing Programs Specialist Tracey Mueller.

Also present by video conference was Tribal Police Officer Jerry Merritt.

None. PUBLIC COMMENT

Minutes of the March 26, 2020 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 March 26, 2020 regular meeting, seconded by Commissioner Rocha. Motion carried.

Executive Director Cook asked that agenda item 13A, IHBG-CARES Indian Housing Plan, be tabled to the next meeting. AMENDMENTS TO AGENDA

Commissioner Rocha moved to approve the agenda as amended, seconded by Secretary/Treasurer More. Motion carried.

Accounting, Maintenance, and Resident Services reports for March 2020 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.) DEPARTMENT REPORTS

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

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

A Tribal Police Department report for March 2020 was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

AFFILIATE
REPORTS

The Kilkich Residents Association had not held a recent meeting.

Tribal Police Officer Merritt reviewed and responded to questions about recent Tribal Police Department activities.

Tribal Police
Department

Secretary/Treasurer More moved to accept the affiliate reports, seconded by Commissioner Garrett. The motion carried.

A Master Projects List dated April 30, 2020; CIHA Commissioner Application Packet dated May 1, 2020; CIHA Kilkich Accessible Housing Project Preliminary Implementation Plan dated August 5, 2019; CIT COVID-19 updates dated March 26-April 27, 2020; correspondence from Tribal Chair Meade dated April 24, 2020 regarding virtual meetings; CIT KWC updates for April 2020; and, memoranda from CIHA Attorney Ed Clay Goodman dated March 27, April 3, 9, 13, 20, and 22, 2020 regarding federal funding, legislative issues, recent NAIHC activities, and COVID-19 updates 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 moved to approve the Executive Director's report, seconded by Commissioner Chase. Motion carried.

None.

COMMITTEE
REPORTS

Vice Chair Hunter thanked the Board and staff for all their hard work.

BOARD
COMMUNICATIONS

None.

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT

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The next meeting was scheduled to be held June 11, 2020 at 3:30 p.m.

NEXT MEETING

Secretary/Treasurer More moved to adjourn, seconded by Commissioner Chase. 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