

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
ANNUAL MEETING MINUTES

Date: September 24, 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 August 20, 2020 and confirmed by written notice on September 21, 2020.

Chair Doyle called the meeting to order at 3:30 p.m. CALL TO ORDER

Chair Doyle offered the opening prayer. OPENING PRAYER

Secretary/Treasurer More called the roll. Present onsite were Chair Doyle and Commissioner Garrett. Present by video conference were Secretary/Treasurer More and Commissioners Chase and Rocha. Commissioner Severson was absent excused. Vice Chair Hunter was expected to arrive during the meeting. 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, Controller Marcy Chytka, and Housing Programs Coordinator Dale Herring. Present by video conference was Housing Programs Specialist Tracey Mueller.

Also present by video conference were Coquille Tribal Police Chief Jerry Merritt and KRA Secretary/Treasurer Pam Lenox.

Vice Chair Hunter arrived at 3:35 p.m. SPECIAL ORDER

CITC Chapter 130 and CIHA's Bylaws, Code of Conduct, and Confidentiality Agreement were provided in the meeting materials made available to the Commissioners online. Copies of the Confidentiality Agreement were distributed for signature at the meeting. (Copies attached to these minutes.) ELECTION OF OFFICERS

Executive Director Cook reviewed the sections of CITC Chapter 130.100(c) and CIHA Bylaws Article III setting forth the duties and manner of selection of Board officers, the CIHA Code of Conduct, and Confidentiality Agreement. Review of Officers Duties

Chair Doyle opened nominations for the office of Vice Chair. Vice Chair

Commissioner Rocha nominated incumbent Vice Chair Hunter, seconded by Commissioner Garrett. Motion carried.

Coquille Indian Housing Authority Board of Commissioners
Annual Meeting Minutes
September 24, 2020

Vice Chair Hunter moved to combine the offices of Secretary and Treasurer, seconded by Commissioner Garrett. Motion carried. Motion

Chair Doyle opened nominations for the office of Secretary/Treasurer. Secretary/Treasurer

Vice Chair Hunter nominated incumbent Secretary/Treasurer More, seconded by Commissioner Garrett. Motion carried, Secretary/Treasurer More abstaining.

The meeting was adjourned at 3:50 p.m. ADJOURNMENT

Prepared by:



Debbie Dennis
Administrative Services Coordinator

Approved by:

 10/29/20

Signature Date



Title

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: September 24, 2020
Time: 4:00 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 August 20, 2020 and confirmed by electronic notice on September 21, 2020.

Chair Doyle called the meeting to order at 3:50 p.m. CALL TO ORDER

Chair Doyle offered the opening prayer. OPENING PRAYER

Secretary/Treasurer More called the roll. Present onsite were Chair Doyle, Vice Chair Hunter, and Commissioner Garrett. Present by video conference were Secretary/Treasurer More and Commissioners Chase 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, Controller Marcy Chytka, and Housing Programs Coordinator Dale Herring. Present by video conference was Housing Programs Specialist Tracey Mueller.

Also present by video conference were Coquille Tribal Police Chief Jerry Merritt and KRA Secretary/Treasurer Pam Lenox.

None. PUBLIC COMMENT

Minutes of the August 20, 2020 regular meeting were provided in the meeting materials available online. (Copy attached to these minutes.) MINUTES

Commissioner Garrett moved to approve the minutes of the August 20, 2020 regular meeting, seconded by Vice Chair Hunter. Motion carried.

None. AMENDMENTS
TO AGENDA

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

Housing Programs Coordinator Dale Herring and Controller Marcy Chytka reviewed and responded to questions regarding the Resident

Coquille Indian Housing Authority Board of Commissioners
Regular Meeting Minutes
September 24, 2020

Services and Accounting reports. Executive Director Cook reviewed and responded to questions regarding the Maintenance report.

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

A Tribal Police Department report for August 2020 was provided in the meeting materials available online. (Copies attached to these minutes.)

AFFILIATE
REPORTS

KRA Secretary/Treasurer Pam Lenox reported that the September Residents Association meeting had been cancelled. The recent COVID CARES boxes distributed to the community by CIHA were very useful and greatly appreciated the residents.

Kilkich Residents
Association

Tribal Police Chief 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 Chase. Motion carried.

Commissioner Garrett departed at 4:55 p.m.

SPECIAL ORDER

A Master Projects List dated September 24, 2020; FY 2020 Self-Monitoring Assessment Plan; CIT KWC updates dated August 26-September 23, 2020; KWC workshop materials dated August 27-September 23, 2020; K'wen Weekly editions dated August 21-September 18, 2020; memorandum from CIHA Attorney Ed Clay Goodman dated September 24, 2020 regarding federal funding, legislative issues, and recent NAIHC activities; Godfrey & Kahn Indian Nations Law Update for August 2020; and, CIHA Abbreviations, Acronyms, and Terms dated September 24, 2020 were provided in the meeting materials available online. (Copies attached to these minutes.)

EXECUTIVE
DIRECTOR'S
REPORT

Commissioner Chase left the meeting at 5:15 p.m. during the Executive Director's report.

SPECIAL ORDER

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.

Secretary/Treasurer More moved to approve the Executive Director's report, seconded by Vice Chair Hunter. Motion carried.

None.

COMMITTEE
REPORTS

Coquille Indian Housing Authority Board of Commissioners
Regular Meeting Minutes
September 24, 2020

None.

BOARD
COMMUNICATIONS

None.

OLD BUSINESS

NEW BUSINESS

CIHA Resolution HA2004 – Approving Application for Oregon Health Authority “Addressing Social Determinants of Health in Tribal Communities and Communities of Color” Grant was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

Resolution HA2004 –
Approving Application
for Oregon Health
Authority “Addressing
Social Determinants of
Health in Tribal
Communities and
Communities of
Color” Grant

Secretary/Treasurer More read Resolution HA2004. The purpose of the resolution was to approve application for a grant opportunity extended to CIHA by the Tribe for an Oregon Health Authority grant funded by the CARES Act. The proposed project would replace radiant and recirculating HVAC equipment in Kilkich residences with heat pump systems that draw in fresh air to prevent the spread of COVID-19 in the community.

Commissioner Rocha moved to adopt Resolution HA2004 – Approving Application for Oregon Health Authority “Addressing Social Determinants of Health in Tribal Communities and Communities of Color” Grant, seconded by Vice Chair Hunter. Motion carried.

None.

PUBLIC COMMENT

The next regular meeting was scheduled to be held on October 29, 2020 at 3:30 p.m.

NEXT MEETING

Vice Chair Hunter moved to adjourn the meeting, seconded by Secretary/Treasurer More. The motion carried and the meeting was adjourned at 5:55 p.m.


ADJOURNMENT

Prepared by:

Approved by:



Debbie Dennis
Administrative Services Coordinator


Signature

10/29/20
Date

Secretary/Treasurer
Title