

COQUILLE INDIAN HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
ANNUAL MEETING MINUTES

Date: September 27, 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 July 26, 2018 and confirmed by written notice on September 21, 2018.

Chair Brend called the meeting to order at 3:35 p.m.

CALL TO ORDER

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

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 Brend opened nominations for the office of Vice Chair.

Vice Chair

Secretary/Treasurer Hunter nominated incumbent Vice Chair More, seconded by Commissioner Rocha. The motion carried unanimously, Vice Chair More abstaining.

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

Secretary/Treasurer

Commissioner Garrett nominated incumbent Secretary/Treasurer Hunter, seconded by Commissioner Chase. The motion carried unanimously, Secretary/Treasurer Hunter abstaining.


Coquille Indian Housing Authority Board of Commissioners  
Annual Meeting Minutes  
September 27, 2018

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


ADJOURNMENT

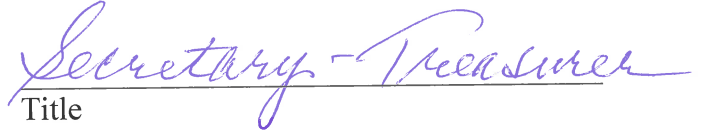
Prepared by:

Approved by:



Debbie Dennis  
Administrative Services Coordinator

  
Signature Date

  
Title

COQUILLE INDIAN HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES

Date: September 27, 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 July 26, 2018 and confirmed by written notice on September 21, 2018.

Chair Brend called the meeting to order at 3:50 p.m.

CALL TO ORDER

The opening prayer was waived.

OPENING PRAYER

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

Secretary/Treasurer Hunter commented that there had been reports of a car doing donuts in the graveled area by the Community Garden.

PUBLIC COMMENT

Tribal Member Alison Felton shared comments posted on the Kilkich Facebook page regarding speeding on the reservation. Ms. Felton asked if the Board would consider lowering the speed limit on Miluk Drive to 15 mph and that “your speed is” and wildlife crossing signs be installed in the area.

Commissioner Chase moved to lower the speed limit to 15 mph in the residential area of Miluk Drive, seconded by Secretary/Treasurer Hunter. The motion carried.

Motion

Ms. Felton was asked to remind Kilkich Facebook group members that speeding should be reported to the Tribal Police with a description of the vehicle and the time and location of the activity.

Minutes of the July 26, 2018 regular meeting were provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

MINUTES

Coquille Indian Housing Authority Board of Commissioners  
Regular Meeting Minutes  
September 27, 2018

Secretary/Treasurer Hunter moved to approve the minutes of the July 26, 2018 regular meeting, seconded by Vice Chair More. Motion carried.

Executive Director Cook requested an Executive Session to discuss law enforcement matters be added during Affiliate Reports.

AMENDMENTS  
TO AGENDA

Vice Chair More moved to approve the agenda as amended, seconded by Commissioner Garrett. Motion carried.

Accounting, Maintenance, and Resident Services reports for July and August 2018 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

DEPARTMENT  
REPORTS

Accounting Services Coordinator Marcy Chytka, Maintenance Coordinator Scott Felton, and Executive Director Cook 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 from the Kilkich Residents Association meeting held September 10, 2018 and Tribal Police Department reports for July and August 2018 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. CIHA had recently matched a KRA donation to the Rez Runners.

Kilkich Residents  
Association

Tribal Police Chief LaFevre reviewed and responded to questions about recent Tribal Police Department activities. The Bicycle Rodeo was once again a huge success with 19 participants.

Tribal Police  
Department

Vice Chair More moved to enter executive session to discuss law enforcement matters, seconded by Secretary/Treasurer Hunter. The motion carried unanimously.

Executive Session  
to Discuss Law  
Enforcement Matters

The Board entered executive session at 4:45 p.m. and returned to regular session at 5:15 p.m.

Commissioner Rocha moved to approve the affiliate reports, seconded by Vice Chair More. Motion carried.

Coquille Indian Housing Authority Board of Commissioners  
Regular Meeting Minutes  
September 27, 2018

A Master Projects List dated September 27, 2018; Rental Energy Usage Study dated September 2018; Winter Gathering agenda for January 11-13, 2019; memoranda from CIHA Attorney Ed Clay Goodman dated August 3 and 27, 2018 and September 6 and 19, 2018 regarding federal funding, legislative issues, and recent NAIHC activities; and, Godfrey & Kahn Indian Nations Law Updates for August and September 2018 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.

One application for the Private Residential Leasing Program had been received and screened for eligibility since the last Board meeting. The one remaining Miluk Drive lot available, Lot 657, would be awarded to the applicant, Alexandria Jones.

Commissioner Severson departed at 5:35 p.m.

SPECIAL ORDER

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

None.

COMMITTEE  
REPORTS

Vice Chair More had recently received information regarding HUD's intent to lower Fair Market Rents for Coos County. Mr. More would forward the information to the Board and encouraged Commissioners to submit comments on the proposal to HUD.

BOARD  
COMMUNICATIONS

Chair Brend shared information on "Vet Ink", an upcoming Coos History Museum event featuring local veterans, that would open October 17, 2018.

None.

OLD BUSINESS

NEW BUSINESS

A final draft of CIHA's FY 2018-2022 Strategic Plan was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

CIHA  
FY 2018-2022  
STRATEGIC PLAN

Executive Director Cook reviewed and responded to questions regarding the FY 2018-2022 Strategic Plan.

Coquille Indian Housing Authority Board of Commissioners  
Regular Meeting Minutes  
September 27, 2018

Commissioner Chase moved to approve the CIHA FY 2018-2022 Strategic Plan, seconded by Commissioner Garrett. The motion carried unanimously.

None.

PUBLIC COMMENT

The next regular meeting was scheduled to be held October 25, 2018 at 3:30 p.m.

NEXT MEETING

Vice Chair More moved to adjourn, seconded by Commissioner Chase. The motion carried and the meeting was adjourned at 5:50 p.m.

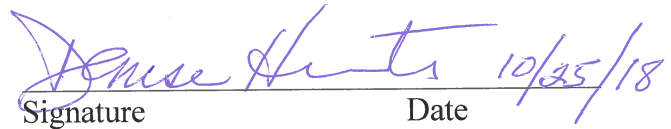
ADJOURNMENT

Prepared by:

Approved by:

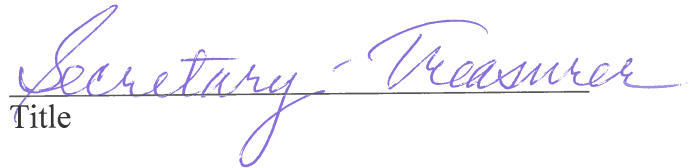


Debbie Dennis  
Administrative Services Coordinator



Signature

Date



Title