

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: March 24, 2022
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 February 24, 2022 and confirmed by electronic notice on March 21, 2022.

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

Chair Doyle offered the invocation. INVOCATION

Secretary/Treasurer More called the roll. Present onsite were Secretary/Treasurer More and Vice Chair Hunter. Chair Doyle and Commissioners Chase and Rocha were present by video conference. Commissioner Garrett was expected soon. A quorum was established. ROLL CALL
QUORUM

CIHA staff members present onsite were Deputy Director Lyman Meade, Administrative Services Coordinator Debbie Dennis, Projects Coordinator Scott Platter, Housing Programs Coordinator Tracey Mueller, and Housing Programs Specialist Shelley Estes.

Others in attendance by video conference included Auditor Gatlin Hawkins of Isler CPA.

None. PUBLIC COMMENT

Minutes of the February 24, 2022 regular meeting were provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.) MINUTES

Secretary/Treasurer More moved to approve the minutes of the February 24, 2022 regular meeting, seconded by Commissioner Rocha. Motion carried.

Deputy Director Meade requested item 11B be changed from U.S. Treasury Homeowner Assistance Fund (HAF) Plan to Oregon Housing and Community Services Tribal Sheltering Grant and that 11C Executive Session to Review Commissioner Applications be deleted. AMENDMENTS
TO AGENDA

Secretary/Treasurer More moved to accept the amendments to the agenda, seconded by Vice Chair Hunter. The motion carried.

Resident Services, COVID-19 Emergency Rental Assistance, COVID-19 Homeowner Assistance Fund, Maintenance, and Accounting reports DEPARTMENT
REPORTS

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for February 2022 were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.)

Housing Programs Coordinator Tracey Mueller, Administrative Services Coordinator Debbie Dennis, and Deputy Director Lyman Meade reviewed and responded to questions regarding the department reports.

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

Materials from the Kilkich Residents Association meeting held March 14, 2022 and a Tribal Police report for February 2022 were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.)

AFFILIATE
REPORTS

Chair Doyle reviewed and responded to questions about recent Association activities.

Kilkich Residents
Association

Deputy Director Meade reviewed and responded to questions about recent Tribal Police Department activities.

Tribal Police
Department

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

A Master Projects List dated March 24, 2022; flyer for a Community Energy webinar on April 13, 2022; correspondence to the IHBG Formula Customer Service Center dated March 14, 2022 requesting reconsideration of HUD's February 14, 2022 determination; CIHA Commissioner Application Packet published March 7, 2022; agenda and materials for a CIT Winter Storm Tabletop Exercise on April 7, 2022; DOGAMI Open-File Report O-19-07 "Tsunami Evacuation Analysis of Communities Surrounding the Coos Bay Estuary: Building Community Resilience on the Oregon Coast" dated September 30, 2019; 2022 Tribal Restoration Celebration agenda revised March 14, 2022; memoranda from CIHA Attorney Ed Clay Goodman dated March 3, 2022 and March 11, 2022 regarding federal funding, legislative issues, and recent NAIHC activities; and, Godfrey & Kahn Indian Nations Law Updates for February and March 2022 were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.)

EXECUTIVE
DIRECTOR'S
REPORT

Deputy Director Meade 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 accept the Executive Director's report, seconded by Commissioner Chase. Motion carried.

Commissioner Chase shared that he has accepted a position in the Portland area and will be returning to Oregon this summer.

BOARD
COMMUNICATIONS

BUSINESS

CIHA's FY 2021 Financial Audit was provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.)

FY 2021
Financial Audit

Auditor Gatlin Hawkins of Isler CPA reviewed and responded to questions regarding CIHA's FY 2021 financial audit. The report expressed an unmodified opinion on the Authority's financial statements for the period.

Vice Chair Hunter moved to approve the annual financial report and audit for the fiscal year ended September 30, 2021, seconded by Secretary/Treasurer More. Motion carried.

An application outline for the Oregon Housing and Community Services (OHCS) Tribal Shelter Grant program, description of eligible grant activities and expenses, application form, and tribal allocation amounts were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.)

Oregon Housing and
Community Services
Tribal Shelter Grant

Coquille's OHCS Tribal Shelter Grant preliminary allocation for the State's fiscal year ending June 30, 2023 was \$736,128, including an administrative allowance of \$110,419. Deputy Director Meade reviewed the proposed application outline and responded to questions regarding the funding and application. Secretary/Treasurer More had experience with similar OHCS grant programs and agreed to assist staff with application and program design.

Secretary/Treasurer More moved to authorize the CIHA Executive Director, or her designee, to submit an application to the Oregon Housing and Community Services Tribal Shelter Grant Program and to execute funding agreements and other documents necessary to effectuate the purpose of the grant, seconded by Vice Chair Hunter. The motion carried.

Chair Doyle asked Administrative Services Coordinator Dennis convey the board's appreciation to Gatlin Hawkins for an excellent and very informative presentation of the audit.

PUBLIC COMMENT

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The next regular meeting was scheduled to be held April 28, 2022 at 3:30 p.m.

NEXT MEETING

The meeting was adjourned at 6:07 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Coordinator

Signature
Title

04/28/2022
Date