

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: July 7, 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 April 28, 2022, rescheduled by electronic notice on June 8, 2022, and confirmed by electronic notice on July 1, 2022.

Chair Doyle called the meeting to order at 3:34 p.m. CALL TO ORDER

Chair Doyle offered the invocation. INVOCATION

Secretary/Treasurer More called the roll. Present onsite were Chair Doyle, Vice Chair Hunter, Secretary/Treasurer More, and Commissioner Rocha. Commissioner Chase was present by video conference. Commissioner Garrett's absence was excused. A quorum was established. ROLL CALL

QUORUM

CIHA staff members present onsite were Executive Director Anne Cook, Administrative Services Coordinator Debbie Dennis, Controller Marcy Chytka, Projects Coordinator Scott Platter, Maintenance Coordinator Scott Felton, Housing Programs Coordinator Tracey Mueller, and Housing Programs Specialist Shelley Estes.

Also attending by video conference was Tribal Police Chief Jerry Merritt.

Vice Chair Hunter commented that it was good to have Executive Director Cook back in the office. PUBLIC COMMENT

Minutes of the April 28, 2022 regular meeting were provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.) MINUTES

Vice Chair Hunter moved to approve the minutes of the April 28, 2022 regular meeting, seconded by Commissioner Rocha. Motion carried.

None. AMENDMENTS
TO AGENDA

Resident Services, COVID-19 Emergency Rental Assistance, COVID-19 Homeowner Assistance Fund, Maintenance, and Accounting reports for April and May 2022 were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.) DEPARTMENT
REPORTS

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Housing Programs Coordinator Tracey Mueller, Administrative Services Coordinator Debbie Dennis, Maintenance Coordinator Scott Felton, and Controller Marcy Chytka reviewed and responded to questions regarding the department reports.

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

Materials from the Kilkich Residents Association meeting held June 13, 2022 and Tribal Police reports for April and May 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

Tribal Police Chief Merritt reviewed and responded to questions about recent Tribal Police Department activities. The CIHA Board and staff were invited to participate in ALICE (Alert, Lockdown, Inform, Counter, and Evacuate) Active Shooter trainings available online.

Tribal Police
Department

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

A Master Projects List dated July 7, 2022; FY 2023 O-Link 78 Preliminary Funding Simulation, Overlapping Areas Chart, and MOA; U.S. Treasury ERAP Recapture-Reallocation Presentation and Guidance Addendum dated June 1, 2022; memoranda from CIHA Attorney Ed Clay Goodman dated June 9, 2022, June 21, 2022, and July 1, 2022 regarding federal funding, legislative issues, and recent NAIHC activities; and, Godfrey & Kahn Indian Nations Law Update for May-June 2022 were provided in the meeting materials 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 Rocha moved to rent unit 2627 to the Tribe for its new childcare program at full Fair Market Rent for three years, with the Tribe covering all costs to prepare, operate, and maintain the unit during the lease period, seconded by Vice Chair Hunter. Motion carried; Commissioner Chase opposed.

Motion

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

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Commissioner Rocha shared that she had been thinking about who might be living on Tribal Lands in twenty years and that additional lots for Tribal members to build on should be considered. Commissioner Chase added that there is a need for more housing for Tribal members.

BOARD
COMMUNICATIONS

Chair Doyle indicated that anyone who would like to do the invocation at meetings is welcome to do so, especially due to his absence at the next scheduled meeting.

BUSINESS

A Board and Council Review Draft of CIHA's FY 2023 Indian Housing Plan (IHP), presentation notes dated July 7, 2022, supporting charts, and comprehensive CIHA FY 2023 Budget were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes).

FY 2023 Indian
Housing Plan

Executive Director Cook reviewed and responded to questions regarding the draft FY 2023 Indian Housing Plan. The estimated grant amount was based on HUD's preliminary allocation notice. The IHP budget would be adjusted when the final funding amount for the period was received.

Secretary/Treasurer More moved to approve the FY 2023 Indian Housing Plan and to forward the Plan to the Tribal Council for adoption and subsequent submission to HUD, seconded by Commissioner Rocha. Motion carried.

The CIHA Board announcement published April 28, 2022 through June 15, 2022 was provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

Executive Session to
Review Commissioner
Applications and
Discuss Resident
Matters

Secretary/Treasurer More moved to enter executive session to review Commissioner applications and to discuss resident matters, seconded by Vice Chair Hunter. The motion carried.

The Board entered executive session at 6:34 p.m. Open session resumed at 7:16 p.m.

Secretary/Treasurer More moved to recommend reappointment of Chair Doyle and Commissioner Chase, and to consider other applications for Commissioner at a later date, seconded by Commissioner Rocha. Motion carried; Chair Doyle abstaining.

None.

PUBLIC COMMENT

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

NEXT MEETING

The meeting was adjourned at 7:19 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Coordinator

Signature Date

Secretary/Treasurer
Title