

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: March 2, 2023
Time: 2:30 p.m.
Place: Coquille Indian Housing Authority Office
2678 Mexeye Loop, Coquille Tribal Lands, Coos Bay, OR 97420

Notice: The meeting was scheduled for February 23, 2023 at the regular meeting January 26, 2023, rescheduled to March 2, 2023 on February 16, 2023, and confirmed by written notice on February 24, 2023.

Chair Doyle called the meeting to order at 2:37 p.m. CALL TO ORDER

Chair Doyle offered the invocation. INVOCATION

Secretary/Treasurer More called the roll. Present onsite were Chair ROLL CALL
Doyle, Secretary/Treasurer More, and Commissioner Rocha.

Commissioners Chambers and Garrett were in attendance by video QUORUM
conference. Vice Chair Hunter was expected to join the meeting in
progress. Commissioner Chase was absent excused. A quorum was
established.

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

None. PUBLIC COMMENT

Minutes of the January 26, 2023 regular meeting were provided in the MINUTES
meeting materials available to the Commissioners online. (Copy
attached to these minutes.)

Secretary/Treasurer More moved to approve the minutes of the January
26, 2023 regular meeting, seconded by Commissioner Rocha. Motion
carried.

None. AMENDMENTS
TO AGENDA

Resident Services, COVID-19 Emergency Rental Assistance, COVID- DEPARTMENT
REPORTS
19 Homeowner Assistance Fund, Maintenance, and Accounting reports
for January 2023 were provided in the meeting materials available to the
Commissioners online. (Copies attached to these minutes.)

Housing Programs Specialist Tracey Mueller, Administrative Services
Coordinator Debbie Dennis, Projects Coordinator Scott Platter, and
Executive Director Anne Cook reviewed and responded to questions
regarding the department reports.

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Vice Chair Hunter joined the meeting at 2:48 p.m.

SPECIAL ORDER

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

Materials from the Kilkich Residents Association meeting held February 13, 2023 and Tribal Police Department report for January 2023 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 KRA activities.

Kilkich Residents
Association

Executive Director Cook 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 Vice Chair Hunter. Motion carried.

A Master Projects List dated March 2, 2023; 2023 Southern Oregon Coast Regional Housing Summit Opening Video; FY23 Olink Final Allocation Make-Whole Amounts dated February 28, 2023; U.S. Treasury HAF Additional Allocations Information dated February 15, 2023; and, memoranda from CIHA Attorney Ed Clay Goodman dated January 31, 2023 and February 2, 2023 regarding federal funding, legislative issues, and recent NAIHC activities 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.

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

None.

BOARD
COMMUNICATIONS

BUSINESS

An Oregon Housing and Community Services Tribal Homeownership Grant Synopsis dated March 2, 2023 was provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.)

OHCS Homeownership
Grant

Executive Director Cook presented a synopsis of the proposed OHCS Homeownership Grant application. Each Oregon Tribe had been awarded a \$100,000 non-competitive grant to support Tribal

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homeownership programs. The proposed project would fund three units of First-Time Homebuyer Assistance of \$30,000 each to assist with down payment, closing costs, and similar expenses related to the purchase of a home. Planning and administration costs were budgeted at \$10,000. Applications were due March 17, 2023.

Secretary/Treasurer More moved to authorize Executive Director Cook to submit an online application for an OHCS Homeownership Grant as described in the synopsis, seconded by Commissioner Rocha. Motion carried.

Coquille Indian Tribal Code Chapter 420 – Private Homeownership Land Leasing was provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.)

Private Residential
Leasing Lottery
Drawing

A private homeownership lot on Miluk Drive had recently returned to inventory. A lottery drawing was scheduled to award the lot to another applicant on the registry. Chair Doyle suggested the lottery drawing be postponed and advertised to the membership to allow others to apply.

Vice Chair Hunter moved to table the private residential leasing lottery drawing to the July 2023 Board meeting to allow additional application opportunity for Tribal members, and to advertise the availability of the program in the K’wen ‘inish-ha newspaper and at the Tribal Restoration Celebration; seconded by Commissioner Rocha. Motion carried.

Secretary/Treasurer More moved to enter executive session to discuss financial and personnel matters, seconded by Vice Chair Hunter. Motion carried.

Executive Session to
Discuss Financial and
Personnel Matters

The Board entered executive session at 5:14 p.m. Open session resumed at 5:56 p.m.

None.

PUBLIC COMMENT

The next regular meeting was scheduled to be held March 30, 2023 at 2:30 p.m.

NEXT MEETING

The meeting was adjourned at 5:56 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Coordinator

Signature Date

Secretary/Treasurer
Title