

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: April 27, 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 originally scheduled at the regular meeting March 30, 2023, and confirmed by written notice on April 24, 2023.

Chair Doyle called the meeting to order at 2:33 p.m. CALL TO ORDER

Chair Doyle offered the invocation. INVOCATION

Secretary/Treasurer More called the roll. Present onsite were Secretary/Treasurer More and Commissioner Rocha. Chair Doyle and Commissioners Chambers, Chase and Garrett were in attendance by video conference. Vice Chair Hunter was absent excused. A quorum was established. ROLL CALL

QUORUM

CIHA staff members present onsite were Executive Director Anne Cook, Deputy Director Lyman Meade, Controller Marcy Chytka, Projects Coordinator Scott Platter, Housing Programs Coordinator Tracey Mueller, and Housing Programs Specialist Shelley Estes.

Kilkich Resident Terry Doyle shared photos of a survey pin located near his residence and expressed concern about the location of the lot line between 2665 Mexeye Loop and his residence at 2667 Mexeye Loop. The lot line and legal description for 2667 recorded with the BIA differed from the location of the pin. He asked that CIHA regard the pin as the location of his lot line. PUBLIC COMMENT

Minutes of the March 30, 2023 regular meeting were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.) MINUTES

Secretary/Treasurer More moved to approve the minutes of March 30, 2023 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 March 2023 were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.) DEPARTMENT
REPORTS

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Housing Programs Specialist Tracey Mueller, Executive Director Anne Cook, Deputy Director Lyman Meade, and Controller Marcy Chytka reviewed and responded to questions regarding the department reports.

Commissioner Chambers left the meeting at 3:19 p.m. during the Department reports.

SPECIAL ORDER

Vice Chair Hunter joined the meeting onsite at 3:35 p.m. during 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 April 10, 2023 and Tribal Police Department report for March 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 approve the affiliate reports, seconded by Vice Chair Hunter. Motion carried.

A Master Projects List dated April 27, 2023; CIHA Commissioner Application Packet dated May 1, 2023; CIHA Conflict of Interest Admissions Forms dated April 17, 2023; email from the U.S. Treasury dated April 24, 2023 regarding funds reallocated to CIHA and CIHA HAF Plan dated September 29, 2022; CIHA U.S. Treasury ERA Program Final Summary Narrative dated April 25, 2023; and, memoranda from CIHA Attorney Ed Clay Goodman dated March 30, 2023 and April 4, 13, and 17, 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 approve the Executive Director's Report, seconded by Commissioner Rocha. Motion carried.

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Commissioner Garrett left the meeting at 4:30 p.m.

SPECIAL ORDER

None.

BUSINESS

Chair Doyle distributed Board and Staff Appreciation gift cards and extended his thanks for the staff's professionalism and the Board's dedication and service.

BOARD
COMMUNICATIONS

None.

PUBLIC COMMENT

The next regular meeting was scheduled to be held May 25, 2023 at 2:30 p.m.

NEXT MEETING

The meeting was adjourned at 4:37 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Coordinator

Signature Date

Secretary/Treasurer
Title