

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: May 25, 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 held April 27, 2023, and confirmed by written notice on May 22, 2023.

Chair Doyle called the meeting to order at 2:35 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. Commissioners Chambers and Garrett were in attendance by video conference. Commissioner Chase was expected to join the meeting in progress. A quorum was established. ROLL CALL

QUORUM

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

Also in attendance was Tribal Police Chief Jerry Merritt.

Commissioner Rocha reported that the “Your Speed Is” sign by the Learning Center was not working. PUBLIC COMMENT

Minutes of the April 27, 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 April 27, 2023 regular meeting, seconded by Vice Chair Hunter. Motion carried.

Executive Director Cook asked that 11A Killich Transportation Safety Project Update be heard when the presenter arrived. AMENDMENTS
TO AGENDA

Resident Services, Emergency Rental Assistance, Homeowner Assistance Fund, Maintenance, and Accounting reports for April 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 Coordinator Tracey Mueller and Administrative Services Coordinator Debbie Dennis reviewed and responded to questions regarding the Resident Services, Emergency Rental Assistance, and Homeowner Assistance Fund reports.

Commissioner Chase joined the meeting by video conference at 2:42 p.m. during the department reports.

SPECIAL ORDER

Department reports were paused at 2:50 p.m.

BUSINESS

Coquille Indian Tribe Kilkich Transportation Safety Project information was provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.)

Killich Transportation
Safety Project Update

CIT Assistant Executive Director Fauna Hill reviewed and responded to questions regarding the Killich Transportation Safety Project.

Maintenance Coordinator Scott Felton and Controller Marcy Chytka reviewed and responded to questions regarding the Maintenance and Accounting Department reports.

DEPARTMENT
REPORTS
(Continued)

Commissioner Rocha moved to approve the department reports, seconded by Vice Chair Hunter. Motion carried.

Materials from the Killich Residents Association meeting held May 8, 2023 were provided in the meeting materials available to the Commissioners online. A written Tribal Police Department report for April 2023 was not available. (Copies attached to these minutes.)

AFFILIATE
REPORTS

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

Killich Residents
Association

Tribal Police Chief Merritt 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 May 25, 2023; Killich Water Pressure Tribal Council Workshop materials dated May 24, 2023 and correspondence dated May 19, 2023 regarding water pressure issues on Tribal Lands; draft Memorandum of Understanding between the North Bend City/Coos-Curry Public Housing Authorities and CIHA; Warehouse Solar Cost Proposal dated May 9, 2023; correspondence

EXECUTIVE
DIRECTOR'S
REPORT

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from OHCS dated May 22, 2023 seeking new members for the Oregon Multifamily Energy Program DEI Coalition; and, memoranda from CIHA Attorney Ed Clay Goodman dated April 28, 2023 and May 18, 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 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.

Commissioner Chase left the meeting at 4:41 p.m.

SPECIAL ORDER

Vice Chair Hunter commented on lawn equipment being used at odd hours.

BOARD
COMMUNICATIONS

Secretary/Treasurer More shared updates regarding local homeless projects.

BUSINESS

The Board and Council Review Draft of CIHA's FY 2024 Indian Housing Plan (IHP) and Board presentation notes dated May 25, 2023 were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.)

FY 2024
Indian Housing Plan

Executive Director Cook reviewed and responded to questions regarding the draft FY 2024 Indian Housing Plan. The estimated grant amount was based on CIHA's final allocation notice for FY 2023. The FY 2024 preliminary allocation was expected to be published on June 1, 2023. The IHP budget would be adjusted to the preliminary allocation before presentation to the Tribal Council.

Secretary/Treasurer More moved to approve the FY 2024 Indian Housing Plan and to forward the Plan to the Tribal Council for adoption and subsequent submission to HUD, seconded by Vice Chair Hunter. Motion carried.

Commissioner Rocha left the meeting at 5:20 p.m. during the FY 2024 Indian Housing Plan presentation.

SPECIAL ORDER

Chair Doyle asked about the timeline for completion of the playground project, if CIHA could email information to residents instead of

PUBLIC COMMENT

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distributing flyers, if the Board felt an invocation was necessary, and if others would like to do the invocation at future meetings. Vice Chair Hunter agreed to offer the invocation at the next meeting.

The next regular meeting was scheduled to be held July 27, 2023 at 2:30 p.m.

NEXT MEETING

The meeting was adjourned at 5:48 p.m.

ADJOURNMENT

Prepared by:

Approved by:



Debbie Dennis
Administrative Services Coordinator

 07/27/2023

Signature

Date

Secretary/Treasurer

Title