

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: August 31, 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 at the regular meeting held July 27, 2023 and confirmed by electronic notice on August 28, 2023.

Chair Doyle called the meeting to order at 2:36 p.m. CALL TO ORDER

Chair Doyle offered the invocation. INVOCATION

Tribal Chairperson Brenda Meade administered the Oath of Office to returning Board members Commissioner Don Garrett and Secretary/Treasurer Robert More. The Board congratulated the appointees. OATH OF OFFICE

Secretary/Treasurer More called the roll. Present onsite were Chair Doyle, Vice Chair Hunter, Secretary/Treasurer More, and Commissioner Rocha. Commissioner Garrett was in attendance by video conference, and Commissioners Chambers and Chase were 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 by video conference was Kilkich resident Brenda Borchman.

Chair Doyle asked when the small swings would be reinstalled at the playground. Maintenance Coordinator Felton replied that maintenance on the swings had been completed August 30, 2023. PUBLIC COMMENT

Minutes of the July 27, 2023 regular meeting were provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.) MINUTES

Commissioner Rocha moved to approve the minutes of July 27, 2023 regular meeting, seconded by Secretary/Treasurer More. Motion carried.

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Executive Director Cook asked that item 11A Shishda Haws Construction Project Overview be heard at 4:00 p.m. to accommodate the presenter's schedule.

AMENDMENTS
TO AGENDA

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

DEPARTMENT
REPORTS

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.

Commissioner Chambers joined the meeting by video conference at 3:03 p.m. during the department reports.

SPECIAL ORDER

Kilkich resident Brenda Borchman left the meeting at 3:07 p.m. during the department reports.

Commissioner Chase joined the meeting by video conference at 3:16 p.m. during the department reports.

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

DEPARTMENT
REPORTS (cont.)

Materials from the Kilkich Residents Association meeting held August 14, 2023 and a Tribal Police Department report for July 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 August 31, 2023; BIA ARP HIP Funding FAQs; HUD Admissions COI Guidance and Forms; FY 2023 Self-Monitoring Assessment Assignments; photos of the CIHA office roof replacement in progress; USDOE Tribal Home Electrification and Appliance Rebates Program Notice dated August 16, 2023; Resolution CY23084 Appointing Two Members to the CIHA Board of

EXECUTIVE
DIRECTOR'S
REPORT

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Commissioners; Board of Commissioners Contact Information dated August 31, 2023; and, memoranda from CIHA Attorney Ed Clay Goodman dated July 28, 2023 and August 3, 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 began review of current work priorities.

The Executive Director's Report was paused at 4:00 p.m. for presentation of 11A Shishda Haws Construction Project Overview.

SPECIAL ORDER

BUSINESS

A Ko-Kwel Wellness Center Shishda Haws presentation was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes).

Shishda Haws
Construction Project
Overview

Tribal Assistant Executive Director for Project Management and Planning Fauna Hill and Tribal Land Use Planner Matt Jensen reviewed and responded to questions regarding the Shishda Haws Construction Project scheduled to begin in September 2023.

Executive Director Cook continued review of current work priorities, other active items, projects completed since the last report, and recent issues.

EXECUTIVE
DIRECTOR'S
REPORT
(cont.)

Secretary Treasurer More moved to approve the Executive Director's Report, seconded by Commissioner Rocha. Motion carried.

A link to the article 'Stolen' totem pole prepared for return to Canada *BBC Scotland News* was provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.)

BOARD
COMMUNICATIONS

Secretary/Treasurer More shared a BBC Scotland News article regarding the return of a totem pole to Canada by a Scottish museum.

Commissioner Chase shared that he would be moving to a position with BIA's Office of Indian Gaming soon.

BUSINESS

A draft CIT-CIHA Subaward Agreement – Bureau of Indian Affairs Tribal Housing Improvement Funds was provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.)

CIT-CIHA Subaward
Agreement – BIA
Tribal Housing
Improvement Funds

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Secretary/Treasurer More read the proposed CIT-CIHA Subaward Agreement for Bureau of Indian Affairs Tribal Housing Improvement Funds aloud. Executive Director Cook noted that the subaward would transfer \$87,954 in BIA grant funds to CIHA to be expended by September 30, 2026. Funds would be used to supplement home repairs under the HAF program.

Secretary/Treasurer More moved to approve the CIT-CIHA Subaward Agreement – Bureau of Indian Affairs Tribal Housing Improvement Funds, seconded by Vice Chair Hunter. Motion carried.

Resolution HA2301 Approving Conveyance of Home Grant and Occupancy Home to Lewis Simpson was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

Resolution HA2301
Approving Conveyance
of Home Grant and
Occupancy Home to
Lewis Simpson

Secretary/Treasurer More read the resolution aloud. Executive Director Cook explained that the HomeGO participant wished to exercise the option to buy out the remaining term of the HomeGO agreement.

Secretary/Treasurer More moved to approve Resolution HA2301 Approving Conveyance of Home Grant and Occupancy Home at 2648 Mexeye Loop to Lewis Simpson, seconded by Commissioner Chase. Motion carried, Commissioner Chambers abstaining.

The entry form for the 2023 Renter Front Yard Makeover Drawing was provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.)

FY 2023 Renter Front
Yard Makeover Contest

Commissioner Rocha drew from the eight qualifying entries received by the contest deadline. The winning entry was submitted by the resident of 704 Jistajaya Court.

CIT Resolution CY23061 Approval of Draft Climate Resilience Task Force Governing Provisions was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

Tribal Climate
Resilience Task Force

Chair Doyle reported that he had been appointed to the Tribal Climate Resilience Task Force and had recently attended an ATNI Tribal Climate Camp. The purpose of the task force is to assess climate change issues affecting the Tribe and propose resilience actions to the Tribal Council. Chair Doyle encouraged CIHA's participation in Tribal climate resilience efforts.

Vice Chair Hunter gave an update on her brother Randy Hunter's health.

PUBLIC COMMENT

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Chair Doyle asked if anyone would like to give the invocation at the next meeting. Vice Chair Hunter offered to give the invocation at the December 2023 regular meeting.

The annual and regular meetings were scheduled to be held September 28, 2023, at 2:30 p.m.

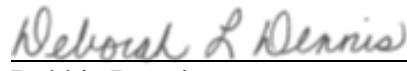
NEXT MEETING

The meeting was adjourned at 5:37 p.m.


ADJOURNMENT

Prepared by:

Approved by:



Debbie Dennis
Administrative Services Coordinator

 09/28/2023

Signature Date

Secretary/Treasurer
Title