## COQUILLE INDIAN HOUSING AUTHORITY BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

Date: Time:	September 28, 2023 2:30 p.m.		
Place:	Coquille Indian Housing Authority Office 2678 Mexeye Loop, Coquille Tribal Lands, Coos Bay, OR 974	420	
Notice:	The meeting was originally scheduled at the regular meeting held August 32, 2023, and confirmed by written notice on September 25, 2023.		
Chair Do	yle called the meeting to order at 2:50p.m.	CALL TO ORDER	
Garrett. Treasure	sioner Garrett called the roll. Present onsite was Commissioner Present by video conference were Chair Doyle, Secretary/ More, and Commissioners Chase and Rocha. Vice Chair as absent, excused. Commissioner Chambers was expected to	ROLL CALL	
	neeting in progress. A quorum was established.	QUORUM	
Cook, Ad Marcy C Coordina	aff members present onsite were Executive Director Anne Iministrative Services Coordinator Debbie Dennis, Controller Chytka, Maintenance Coordinator Scott Felton, Projects tor Scott Platter, Housing Programs Coordinator Tracey and Housing Programs Specialist Shelley Estes.		
None.		PUBLIC COMMENT	
meeting	of the August 31, 2023 regular meeting were provided in the materials available to the Commissioners online. (Copy to these minutes.)	MINUTES	
	sioner Garrett moved to approve the minutes of August 31, ular meeting, seconded by Secretary/Treasurer More. Motion		
	e Director Cook asked that item 11B Emergency Rental se Policy Revision be deleted.	AMENDMENTS TO AGENDA	
Assistance were prov	Services, Emergency Rental Assistance, Homeowner ce Fund, Maintenance, and Accounting reports for August 2023 vided in the meeting materials available to the Commissioners Copies attached to these minutes.)	DEPARTMENT REPORTS	
Services Felton, a	Programs Coordinator Tracey Mueller, Administrative Coordinator Debbie Dennis, Maintenance Coordinator Scott and Controller Marcy Chytka reviewed and responded to regarding the department reports.		

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Secretary/Treasurer More moved to reallocate \$50,000 of IHBG-ARP Motion funds from the warehouse solar project to the emergency rental assistance program, seconded by Commissioner Garrett. Motion carried. Secretary/Treasurer More moved to approve the department reports, seconded by Commissioner Garrett. Motion carried. Materials from the Kilkich Residents Association meeting held AFFILIATE September 11, 2023, and a Tribal Police Department report for August REPORTS 2023 were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.) Chair Doyle reviewed and responded to questions about recent KRA Kilkich Residents activities. Association Executive Director Cook reviewed and responded to questions about Tribal Police recent Tribal Police Department activities. Department Secretary/Treasurer More moved to approve the affiliate reports, seconded by Commissioner Garrett. Motion carried. A Master Projects List dated September 28, 2023; FY 2023 Self-**EXECUTIVE** Monitoring Assessment Assignments; USDOE Tribal Home DIRECTOR'S Electrification & Appliance Rebates Program information dated August REPORT 2023; CIHA KSA Dynamics Soft Skills Course Library listing; State of Washington Emergency Management Division "Prepare in a Year" booklet; and, memoranda from CIHA Attorney Ed Clay Goodman dated September 7, 13, 22, and 27, 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.

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

None.

BOARD COMMUNICATIONS

BUSINESS

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A draft Admissions and Occupancy Policy revision of 2023 was provided in the meeting materials Commissioners online. (Copy attached to these min	available to the	Admissions and Occupancy Policy Revision		
Executive Director Cook reviewed and response regarding the proposed policy revision. The purpose to update terminology; remove the Mutual Help pur HomeGO program; remove CTCLUSI prefere formatting, grammar, and punctuation errors.				
Secretary/Treasurer More moved to adopt the proposed revisions to the Admissions and Occupancy policy and authorize staff to correct any remaining housekeeping items, seconded by Commissioner Chase. Motion carried.				
None.		PUBLIC COMMENT		
The next regular meeting was scheduled to be held 2:30 p.m.	NEXT MEETING			
The meeting was adjourned at 4:33 p.m.		ADJOURNMENT		
Prepared by:	Approved by:			
	<u></u>			
Debbie Dennis Administrative Services Coordinator	Signature	Date		
	Secretary/Treasurer Title			