

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: January 25, 2024
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 December 14, 2023, and confirmed by written notice on January 22, 2024.

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. Present online were Commissioners Chase and Garrett. Commissioner Chambers was absent excused. A quorum was established. ROLL CALL

QUORUM

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

None. PUBLIC COMMENT

Minutes of the December 14, 2023 regular meeting were provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.) MINUTES

Secretary/Treasurer More moved to approve the minutes of the December 14, 2023 regular meeting, seconded by Vice Chair Hunter. Motion carried.

None. AMENDMENTS
TO AGENDA

Resident Services, Homeowner Assistance Fund, and Maintenance reports for December 2023, and Accounting reports for November and December 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.

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

Materials from the Kilkich Residents Association meeting held January 8, 2024, Tribal Police Department report for December 2023, and materials and a video clip for a Mutual Aid training held January 17, 2024 were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.)

AFFILIATE
REPORTS

KRA Secretary Scott Felton reviewed and responded to questions about recent KRA activities.

Kilkich Residents
Association

CIHA 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 Commissioner Rocha. Motion carried.

A Master Projects List dated January 25, 2024; CIHA Commissioner Application Packet; photos of CIHA's booth at the Winter Gathering outreach event on January 12, 2024; correspondence from the U.S. Treasury dated January 19, 2024 regarding the ERA grant closeout; and, memoranda from CIHA Attorney Ed Clay Goodman dated December 8, 21, 28, 2023 and January 5, 2024 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.

Secretary/Treasurer More shared information regarding the upcoming Coastal Celtic Society Burns Night to be held February 3, 2024.

BOARD
COMMUNICATIONS

BUSINESS

A Grant Application Summary dated January 25, 2024 for the Oregon Department on Energy Community Heat Pump Deployment Program was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

Oregon Department of
Energy Community
Heat Pump
Deployment Program
Application

Executive Director Cook reviewed and responded to questions regarding the grant, eligibility requirements, types and amounts of assistance available, and budget.

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Commissioner Rocha moved to approve submission of a grant application to the Oregon Department of Energy for the Community Heat Pump Deployment Program, seconded by Vice Chair Hunter. The motion carried unanimously.

Commissioner Rocha shared that a Tribal spouse had been in the hospital on a ventilator with Guillain-Barre Syndrome.

PUBLIC COMMENT

Housing Programs Specialist Shelley Estes shared that the Oregon Kelp Alliance would be making a presentation at the Elders House on February 2, 2024 regarding eradication of sea urchins.

The next regular meeting was scheduled to be held February 29, 2024 at 2:30 p.m.

NEXT MEETING

The meeting was adjourned at 5:05 p.m.

ADJOURNMENT

Prepared by:

Approved by:



Debbie Dennis
Administrative Services Coordinator

 03/28/2024

Signature Date

Secretary/Treasurer

Title