

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: July 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 scheduled at the regular meeting held June 13, 2024 and confirmed by written notice on July 23, 2024.

Chair Doyle called the meeting to order at 2:41 p.m.

CALL TO ORDER

Chair Doyle offered the invocation.

INVOCATION

Secretary/Treasurer More called the roll. Present by video conference were Chair Doyle, Secretary/Treasurer More, and Commissioners Chambers and Chase. Vice Chair Hunter and Commissioners Garrett and Rocha were expected to join the meeting in progress. A quorum was established.

ROLL CALL

QUORUM

CIHA staff members present by video conference were Executive Director Anne Cook, Administrative Services Manager Debbie Dennis, Accounting Manager Marcy Chytka, Projects Supervisor Scott Platter, Facilities Maintenance Manager Scott Felton, Housing Programs Manager Tracey Mueller, and Housing Programs Specialist Shelley Estes.

Also in attendance by video conference was Tribal Police Officer Crystal Walling.

None.

PUBLIC COMMENT

Minutes of the June 13, 2024 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 June 13, 2024 regular meeting, seconded by Commissioner Chase. Motion carried.

None.

AMENDMENTS
TO AGENDA

Resident Services, Homeowner Assistance Fund, Maintenance, Projects, and Accounting reports for June 2024 were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.)

DEPARTMENT
REPORTS

Housing Programs Manager Tracey Mueller, Administrative Services Manager Debbie Dennis, Facilities Maintenance Manager Scott Felton,

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Projects Supervisor Scott Platter, and Executive Director Cook reviewed and responded to questions regarding the department reports.

Commissioner Garrett joined the meeting by video conference at 2:46 p.m. SPECIAL ORDER

Commissioner Rocha joined the meeting by video conference at 2:59 p.m. SPECIAL ORDER

Vice Chair Hunter joined the meeting by video conference at 3:05 p.m. SPECIAL ORDER

Secretary/Treasurer More moved to approve the department reports, seconded by Commissioner Chase. Motion carried.

Correspondence from KRA dated July 16, 2024 and a Tribal Police Department report for June 2024 were provided in the meeting materials available to the Commissioners online. (Copies attached to these minutes.) AFFILIATE REPORTS

Executive Director Cook shared correspondence from KRA thanking CIHA for its support. Kilkich Residents Association

KRA Chair Shelley Estes reviewed and responded to questions regarding upcoming KRA sponsored events.

Tribal Police Officer Crystal Walling 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 July 25, 2024; information about CIHA's AI consultant; Firewise flyer: How to Prepare Your Home for Wildfires; Western Fire Chief's Association Article: How to Create A Firewise Defensible Space for Your Home; a photo and video of CIHA's Tribal Restoration Celebration outreach booth on June 26, 2024; memoranda from CIHA Attorney Ed Clay Goodman dated June 16 and 28, 2024 and July 12 and 18, 2024 regarding federal funding, legislative issues, and recent NAIHC activities; and, G&G Storyteller newsletters dated June 19, 2024 regarding Salmon Culture, and July 16, 2024 regarding Tribal Fire Management 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.

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

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None.

BOARD
COMMUNICATIONS

BUSINESS

Resolution HA2404 Approving Conveyance of Home Grant and Occupancy Home to Hal Van Ortwick was provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.)

Resolution HA2404 – Approving Conveyance of Home Grant and Occupancy Home to Hal Van Ortwick

Executive Director Cook reviewed and responded to questions regarding the Resolution.

Commissioner Garrett moved to approve Resolution HA2404 Approving Conveyance of Home Grant and Occupancy Home at 707 Jistajaya Court to Hal Van Ortwick, seconded by Vice Chair Hunter. Motion carried.

A draft Homeowner Assistance Repair Program (HARP) Policy was provided in the meeting materials available to the Commissioners online. (Copy attached to these minutes.)

Homeowner Assistance Repair Program (HARP) Policy

Executive Director Cook reviewed and responded to questions regarding the policy.

Commissioner Garrett moved to approve the Homeowner Assistance Repair Program (HARP) Policy, seconded by Vice Chair Hunter. Motion carried.

None.

PUBLIC COMMENT

The next regular meeting was scheduled to be held August 22, 2024 at 2:30 p.m.

NEXT MEETING

The annual CIHA Board and Staff Training was scheduled to be held August 26 and 27, 2024 from 9:00 a.m. to 4:00 p.m. daily.

The meeting was adjourned at 4:42 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Coordinator

Signature
Date

08/22/2024

Secretary/Treasurer
Title