

THE TWIN FALLS HOUSING AUTHORITY  
REGULAR MEETING \* FEBRUARY 9<sup>th</sup>, 2021

The Board of Commissioners met February 9<sup>th</sup>, 2021 via conference call due to COVID-19 Pandemic protocols. Mike Mason, Chair, called the meeting to order with Roll Call at 12:02 p.m. Those in attendance: Dennis Sonius, Mary Shaw, Jan Murphy and Rick Brown. Toasha Lierman, Financial Manager and Leanne Trappen, present.

Mike Mason presented the minutes for the January 12<sup>th</sup> Board meeting called for any questions or corrections.

- Rick Brown moved to approve the January 12<sup>th</sup> minutes as presented. Mary Shaw seconded the motion. Motion passed unanimous.

Mike Mason presented the Bills and Vouchers for January 2021 and called for discussion or a motion.

- Mary Shaw moved to approve the Bills and Vouchers, Dennis Sonius seconded the motion. Motion passed unanimous.
  - The Board reviewed the January 2021 Profit & Loss report. Discussion followed noting the highlighted area for clarification.

Mike Mason introduced Resolution #615 to Adopt the amended Pet Policy and Assistance/Special Needs/Support Animal Policy. HUD requires Housing Authorities to review their policies for compliance and conformity with the Admissions and Continued Occupancy Policy (ACOP) and the Lease Agreement. The ACOP & Lease have been updated and are currently out for public comment. However, these two policies are ready for approval.

Discussion followed.

- Dennis Sonius made a motion to Adopt Resolution #615 to approve the amended Pet Policy and Assistance/Special Needs/Support Animal policies. Jan Murphy seconded the motion, motion passed unanimously.

General Business: Mike opened discussion regarding the process to hire for the position of the Executive Director. The draft documents for Job Description and job announcement were sent out to the Board for review. Discussion followed to clarify qualifications, salary range, timeline for posting and where to post. Leanne will compile a list of interview questions and forward to the Board to finalize the documents for posting.

Executive Director Report: introduced the website explaining it is 90 % complete but still to require a governance tab to list Commissioners, Bylaws, Audits, etc. It has a Bulletin tab that currently has the draft Admissions & Continued Occupancy Policies & Lease posted for public comment prior to bringing it to the Board next month for approval. The Board will be receiving a hard copy of the documents for review next week. Leanne has been having conversations with HUD regarding the options for repositioning public housing and how that may be beneficial moving Jerome Housing Authority from public housing into a project-based voucher program. Project based vouchers would allow the property to continue to serve the population we do currently with basically guaranteed revenue equal or greater to revenue brought to the organization through HUD operations and Capital improvement grants. A contract would be signed for an initial 20 years guaranteeing funding for the voucher program with an additional mandatory 20-year contract after that (technically 40 years). As a Project-based Voucher property, management of the property would no longer be restricted by public housing regulations, such as Davis Bacon wage rates, etc. Leanne will keep the Board informed as she continues the discussion with HUD. This process will require a conversation with Idaho Housing & Finance Association as they are the entity that manages the voucher programs.

Mike Mason called for any other business or a motion to adjourn. No discussion followed.

- Mary Shaw made the motion to adjourn the Regular Meeting, Dennis Sonius seconded, motion passed unanimously. Meeting adjourned at 1:05 p.m. The next meeting is March 9<sup>th</sup> 2021 at 12:00 p.m.

  
Leanne Trappen, Secretary

  
Mike Mason, Chair

3-9-2021  
Date