

THE TWIN FALLS HOUSING AUTHORITY
REGULAR MEETING * October 12th, 2021

The Board of Commissioners met October 12th, 2021, at the Twin Falls Housing Authority Community Room located at Sunny View Courts, 1779 Addison Avenue East, Twin Falls. Mike Mason, Chair, called the meeting to order with Roll Call at 12:08 p.m. Those in attendance: Mike Mason, Rick Brown, and Janice (Jan) Murphy. Sunny Shaw and Toasha Lierman were present.

Chair Mike Mason presented the minutes for the September 14th Board meeting and called for a motion.

- Rick Brown moved to approve the September 14th minutes as presented. Jan Murphy seconded the motion. Call for discussion or vote to approve. No discussion followed. Motion passed unanimously.

Financial Reports

Chair Mike Mason presented the bills for September 2021 and called for a motion to approve.

- Jan Murphy moved to approve the September list of bills; Rick Brown seconded. Call for discussion or vote. Discussion followed regarding the final payment to Seal Construction. Sunny indicated that she would have Marty visit with Rick about the finished product. Discussion was also had regarding the pros and cons of credit card usage vs house accounts. All questions were discussed and answered. Mike Mason called for the vote; motion passed unanimously.
- The Board reviewed the September Balance Sheet and the Quarterly Operating Statement. Discussion followed and Finance Manager, Toasha Lierman, addressed all questions. Executive Director Shaw shared that she and Ms. Lierman were in the process of a “deep dive” to create a solid budget for TFHA that will be presented to the board in December.
- The Commissioners reviewed the HACJ September billing. Finance Manager, Toasha Lierman, shared that TFHA now pays all of the Gem State Security account upon clarification of properties served by the contract.

Review and Approval

Resolution #623, Juneteenth Holiday

- Chair Mike Mason called for a motion to approve the resolution. Jan Murphy moved to approve the resolution; Rick Brown seconded. Executive Director Sunny Shaw explained that the resolution is to maintain alignment with Federally recognized holidays. After discussion, the motion passed unanimously.

Resolution #624,

- Bylaws Amendment Chair, Mike Mason, called for a motion to approve the resolution. Rick Brown moved to approve the resolution; Jan Murphy seconded. Executive Director Sunny Shaw explained that this is the previously discussed request for meeting date change. The resolution moves the meeting to the 3rd Wednesday of the month. After discussion, the motion passed unanimously.

Resolution #625, Compliance with PHA Plans and Regulations

- Chair Mike Mason called for a motion to approve the resolution. Jan Murphy moved to approve the resolution; Rick Brown seconded. Executive Director Shaw explained that this resolution was

the document that is required to be submitted once the Capital Fund and Annual Plan process is complete. It states the TFHA is in compliance with all HUD requirements. The Commissioners reviewed the Capital Fund. Director Shaw shared that she does plan to bring a revision before the board in the coming months that will move a larger amount of funds to capital projects as opposed to operations. After discussion, the motion passed unanimously.

Informational Items

- Unit Vacancy Report: Director Shaw presented a report on unit vacancies and explained the importance of this information. The Commissioners learned that most of the units currently vacant are having bathroom and/or kitchens remodeled and are considered “offline” by HUD. This report reflects, not only the tight rental market, but the good work being done by the TFHA team.
- NAHRO Monitor: The board members reviewed the monitor and discussed the in-depth analysis of the housing infrastructure bill that it provided.
- ROSS-SC Grant: The grant application has been submitted. Awards will likely be made around December.

Report of the Executive Director

Director Shaw reported on the progress of the transition and reported that she had met with the Jerome Mayor as well as the Twin Falls City Manager and Deputy Manager. The Semi-Annual Labor Report was completed and submitted. A Facebook page has been created in an effort to create greater awareness and engagement. It will also serve as an opportunity to share good work being done by the agency. Director Shaw presented a copy of her goals for year 1.

Discussion and Call to Adjourn

Chair Mike Mason called for any other business, discussion, or motion to adjourn.

- Rick Brown moved to adjourn the meeting; Jan Murphy seconded the motion. The motion carried unanimously. Meeting adjourned at 1:16 p.m.

The next meeting is November 17th, 2021, at 12:00 p.m.

Sunny Shaw, Secretary

Mike Mason, Chair

Date