

TWIN FALLS HOUSING AUTHORITY
REGULAR MEETING * JANUARY 18th, 2023

The Board of Commissioners met January 18th, 2023, at the Twin Falls Housing Authority Community Room located at Sunny View Courts, 1779 Addison Avenue East, Twin Falls. Chair Mike Mason called the meeting to order with Roll Call at 12:04 p.m. Those in attendance: Chair Mike Mason, Vice-chair Dennis Sonius, Rick Brown, Jan Murphy, and Terry Winkle. Executive Director Sunny Shaw and Chief Financial Officer Toasha Lierman were also present.

Review and Approval:

- Chair Mason Presented the December minutes for review. A motion for approval was made by Commissioner Winkle and seconded by Commissioner Murphy. There was no discussion, so Chair Mason called for a vote. The minutes passed unanimously.
- The December AP was available for review. Commissioner Brown moved to approve the AP and the motion was seconded by Vice-chair Sonius. Discussion that followed centered around the the procurement and contracting process utilized by the agency. With no further discussion, Chair Mason called for a vote. The motion to approve the AP passed unanimously.
- The board reviewed the December Operating Statement. Chair Mason stated that he was pleased at how well the 2022 fiscal year ended and that the budget was incredibly solid.
- The board reviewed the Quarterly Balance Sheet. This is the final balance sheet of the fiscal year. CFO Lierman discussed various points of the balance sheet.
- **Resolution #634 – Personnel Policy Vacation/Sick Leave Separation**: Director Shaw has previously shared her desire to separate the vacation leave and the sick leave accruals so that team members actually feel like they can use sick leave (should the need arise) without impacting their vacation leave accrual rates. The board discussed their support of this change. However, the wording was changed from that originally provided. With the changes, Vice-chair Sonius made a motion to approve Resolution 634 and it was seconded by Commissioner Brown. The motion passed unanimously.
- The Capital Fund Dashboard was presented to the board.
- The board reviewed Jerome Monthly Billing.

Informational Items:

- The board viewed the vacancy/turn report.
- The board viewed the PHAS Report. This report was for the entire fiscal year of 2022.
- The board viewed the Waiting List Report.
- The board viewed the NAHRO Monitor.
- The board viewed the Letter from HUD stating that they accepted the 2021 Financial Audit with no findings.

Written Report of the ED:

- A written report was provided to the board.

General Discussion/Other Business:

- There was none.

Discussion and Call to Adjourn

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

- Commissioner Brown moved to adjourn the meeting; Commissioner Murphy seconded the motion. The motion carried unanimously. Meeting adjourned at 1:23 p.m.

The next meeting will be February 15th at 12 pm.

Sunny Shaw, Secretary

Mike Mason, Chair

Date