

THE TWIN FALLS HOUSING AUTHORITY
REGULAR MEETING * JULY 20th, 2022

The Board of Commissioners met July 20th, 2022, 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 12:09 p.m. Those in attendance: Chair Mike Mason, Rick Brown, Jan Murphy, and Terry Winkle. Executive Director Sunny Shaw, Finance Manager Toasha Lierman, Maintenance Manager Marty Ginder and ROSS-Service Coordinator Heidi McCall were all present. Vice-chair Dennis Sonius was excused.

Review and Approval

- Chair Mason presented the minutes for the June 15th Board meeting and called for a motion. Commissioner Winkle moved to approve the June 15th minutes as presented. Commissioner Brown seconded the motion. Chair Mason called for discussion. There was no discussion so Chair Mason called for a vote to approve. Motion passed unanimously.
- Chair Mason presented the Accounts Payable for June 2022 and called for a motion to approve. Commissioner Brown moved to approve the June AP; Commissioner Murphy seconded. Call for discussion or vote. Minor questions were asked and answered. Chair Mason called for the vote; motion passed unanimously.
- The board reviewed the monthly Operating Statement. Finance Manager Lierman led conversation regarding dues and subscriptions, and criminal history expenses. All questions were thoroughly answered.
- The Board Reviewed the Quarterly Balance Sheet.
- The board reviewed the Capital Fund Dashboard. The 2022 Cap Fund is now represented on the report.
- The HACJ May billing was reviewed by the board.
- The Board reviewed the 2022 Goals that are part of the 2020 5yr plan. The goal review is the first step in the process of the 2023 Annual Plan Submission.
- **Resolution #629 – (Action Item) MTW Application Support** Director Shaw shared that the process for the application was going well. All parts of the tenant engagement and public hearing piece have been completed. The agency is on target to have the application submitted by the due date of the 28th. This resolution is the Board's Voice of support for the MTW application.

Informational Items

- Unit Vacancy/Turn Report: The Commissioners reviewed the vacancy/turn report. Director Shaw shared that there has been a high number of unit turns in July. She is very pleased with how quickly the entire team has turned and released the units.
- PHAS Report: The Commissioners reviewed the PHAS report. The commissioners observed the increased number of work orders in June. Director Shaw reported that it was because maintenance has begun the annual inspection process. It's during these inspections that we see an increase in work orders.
- Waiting List Report: The Commissioners viewed the waiting list report.
- NAHRO Monitor: The Commissioners reviewed the monitor. There was discussion around the Buy America proposal that is currently accepting comments.

- Newsletter: The board reviewed the Summer Newsletter. It highlights the new ROSS-Service Coordinator, Heidi McCall. Heidi attended the meeting to be introduced to the board. There were additional informative items in the summer newsletter.

Report of the Executive Director

- The written report was provided to the board.

General Discussion/Other Business:

Discussion and Call to Adjourn

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

- Commissioner Brown shared that he had taken the Ethics Course and that he enjoyed it very much. He also wanted to disclose a familial relationship to a staff member in order to be sure he should not recuse himself from any vote impacting staff. It was determined that the relationship does not meet the requirement for disclosure and recusal in the state of Idaho or with HUD.
- Commissioner Brown moved to adjourn the meeting; Commissioner Winkle seconded the motion. The motion carried unanimously. Meeting adjourned at 1:06 p.m.

The next meeting is August 17th at 12 pm.

Sunny Shaw, Secretary

Mike Mason, Chair

Date