

THE TWIN FALLS HOUSING AUTHORITY
REGULAR MEETING * October 12th, 2022

The Board of Commissioners met October 12th, 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 12:15 p.m. Those in attendance: Chair Mike Mason, Vice-chair Dennis Sonius, Jan Murphy, and Terry Winkle. Executive Director Sunny Shaw and Finance Manager Toasha Lierman were also present. Commissioner Rick Brown was excused.

Review and Approval:

- Chair Mason Presented the August and September minutes for review. A motion for approval was made by Vice-chair Sonius and seconded by Commissioner Winkle. There was no discussion, so Chair Mason called for a vote. The minutes passed unanimously.
- The August AP was available for review. Because the meeting was a week earlier, the September AP had not been available for the mailing and Director Shaw did not bring them to this meeting. She will bring them to the next meeting. Commissioner Winkle moved to approve the AP and the motion was seconded by Commissioner Murphy. Discussion that followed centered around the state withholding tax and the finger printing costs. With no further discussion, Chair Mason called for a vote. The motion to approve the AP passed unanimously.
- Chair Mason asked the board to review the Quarterly Balance Sheet. Finance Manager Lierman explained the current position of the agency. The board was pleased with the report.
- The Capital Fund Dashboard was presented to the board. Director Shaw explained that the agency is in good position to have all 2021 funds obligated in the next few months and that we have started to draw down from the 2022 CFP funds.
- The board reviewed the Jerome Monthly Billing.
- An account was presented for write-off. The tenant's care givers have indicated that they do not intend to pay the amount owed. A motion was made by Vice-chair Sonius to approve the write-off of the account. The motion was seconded by Commissioner Murphy and it passed unanimously.
- Chair Mason presented **Resolution #633 – Approval of the Submission of the MTW ACC Amendment** and approval of Director Shaw to sign the amendment. A motion for approval was made by Commissioner Murphy and it was seconded by Commissioner Winkle. Executive Director Shaw shared what the next steps in the MTW process would be Chair Mason called for a vote. The resolution passed unanimously.

Informational Items:

- The board viewed the vacancy/turn report.
- The board viewed the PHAS Report.
- The board viewed the Waiting List Report.
- The board viewed the NAHRO Monitor.

Report of the Executive Director:

- Director Shaw shared the good work that is being done through the ROSS Grant. She discussed some of the services that have been provided and included a food bank flyer as an example for the board to review.
- Director Shaw presented her list of Goals and Progress for her first year with the agency.

General Discussion/Other Business:

- There was none.

Executive Session: ID 74-206(b) To consider evaluation of an employee

- Vice-Chair Sonius motioned to move into executive session. Commissioner Murphy seconded the motion. It passed unanimously.
- The board came out of Executive Session. They had appointed Chair Mason to review the evaluation with Director Shaw.

Discussion and Call to Adjourn

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

- Vice-chair Sonius moved to adjourn the meeting; Commissioner Murphy seconded the motion. The motion carried unanimously. Meeting adjourned at 1:50 p.m.

The next meeting is November 16th at 12 pm.

Sunny Shaw, Secretary

Mike Mason, Chair

Date