



Blaine County Housing Authority Board of Commissioners
Regular Monthly Meeting
Wednesday, June 15, 2022, 5:00 pm
Hailey City Hall, 115 South Main Street, Hailey, ID 83333 and
Via Video Conference (see instructions, below)

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In-Person, Hailey City Hall, Meeting Room, 115 South Main Street, Hailey, ID 83333

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Members present:

Sabina Gilbert, Chair
Becky Lopez, Commissioner (online)
Tara Bell, Commissioner (online)
Nate Hart, Commissioner (online)
Mason Frederickson, Treasurer(online)

Absent:

Mason Frederickson, commissioner

Liaisons:

Dick Fosbury Blaine County Commissioner (online)
Jane Conard City of Sun Valley Commissioner (absent)
Clarissa Connelly Housing Strategist City of Ketchum (absent)

Staff:

Sarah Michael, Interim Executive Director
Nathan Harvill, Consultant (absent)
Silvia I. Romero, Bilingual Program Administrator

1. Call to Order (5:00 pm)

2. Roll Call

BCHA Board Chair, Commissioner Gilbert called the Regular Monthly Meeting to order at 5:00 p.m.

Roll call was taken by Silvia I Romero.

Present: Sabina Gilbert, present, Becky Lopez, present, Tara Bell, present, Nate Hart, present, Mason Frederickson, absent, and Sarah Michael, present.

3. Communication and Comment for Items not on Agenda.

a. Communications from the Board

Commissioner Bell, after Liaisons Fosbury update about J&J project, she thanked and congratulated the team for the very well work done in the project.

b. Communications from the Public

No attendants from public

c. Communications from Government Liaisons or Elected Officials

Liaison Fosbury

He updated to the board on the J&J project, and celebrated the regional work between, owner of the land Mr. Dondero, The Housing Authority, Hunger Coalition, and The Blaine County Charitable Fund. The regional effort helped to relocate the first trailer. The Blaine County Charitable Fund have been providing to the families with financial assistance for any gaps. Also, Liaison mentioned that still a large family that needs relocation.

He attended the workshop organized by Liaison Connelly "Housing Justice for All" by Intermountain Fair Housing Council (IFHC) and found it very informative. He identified that organization as the resource for Housing counseling, and legal consultation to keep working on assisting the families from the J&J project the best way. Some families were able to attend the workshop and get value information on Housing counseling. After workshop was done, Liaison Fosbury, other organizations and IFHC talked about what can be done in the future to assist better the community in housing projects, and relocations protecting tenants' rights. He identified this organization as a good resource for the Blaine County community and looks forward to work with them in the future. Housing act applies to everyone.

Liaison Fosbury shared with to the board the scheduled meeting for June 27th where couple of city commissioners, counties members, and different nonprofits organizations are planning to attend. ED Sara Michael will present during that meeting, how the ARPA funds will be used, identifying triggers, expenses, and restrictions in her presentation toward Housing Authority project.

4. Consent Agenda.

a. **ACTION ITEM:** Approve minutes of May 18, 2022, BCHA Meeting, as submitted.

Move to approve,

b. **ACTION ITEM:** Approve and file Financial Reports

Chair Gilbert moved to approve the Consent agenda, minutes and file Financial Reports and Treasure's Report as presented. No further discussion, motions approved at 5:18 unanimously.

5. New Business.

a. **ACTION ITEM:** Review and Approve the Final BCHA/5B Housing June 2022 Strategic Plan.

Commissioner Bell

After ED Sara Michael presented to the board SP status, commissioner Bell thanked and celebrated the incredible, productive, and well done work for the Strategic Plan done by the team.

Liaisons Fosbury

He provided couple of suggestions from the county perspective. He called to improve performance and keep working implementing a better communication between parties. He is very please for work done and what the direction of the board is going with new leadership taken. He expressed his support to the ST, thanked Shawna for her excellent job working with the board and team. He asked to get, as well for the board member, the corresponding temple to see some expectations and identified needs on the plan. Finally, Liaison Fosbury thanked the board, ED Sarah Michael, and PA Silvia Romero for the very well work done for the community. He is in support to adapt the SP and would like to have other cities to consider supporting the housing project for the 2023 budget.

Executive Director Sarah Michael

Celebrated the incredible productive and well-done work on the strategic plan.

Commissioner Bell moved to approve the New Business action A motion as presented. Seconded by Commissioner Lopez, Commissioner Hart objected the motion expressing he was not able to hear the presentation. No further discussions. Approved at 5:25.

b. **ACTION ITEM:** BCHA Resolution 2022-09 to authorize the destruction of records

Executive Director Sarah Michael,

informed to the board the titanic work done identifying records to destroy, following Housing Authority guidance and regulations. Effort that also includes the work of PA Silvia I. Romero and outgoing PA Anne Sandefer. In January 2022, ED Sarah Michael and Chair Gilbert found 16 banker boxes sitting for years at the LTL, identified other boxes that Consultant Nathan Harvill had in the Hailey City Hall office. Both, ED Michael, and Chair Gilbert, sorted, reviewed, files and documents from years between 2008-2017. Attorney White Peterson Office from Boise provided the legal information according to Idaho code to select what records can be destroyed.

Commissioner Lopez

She asked what years the files are from to be included in the record destruction process. Chair Gilbert and ED Michael described dates, how many boxes The Housing Authority have, duplications, punctuating that not all the records found are subject to destruction, and records from less than five years will not be destroyed. Chair Gilbert and ED will have in hand more information to provide to the Board moving forward in this project.

Commissioner Nate moved to approve the New Business action B motion as presented. Seconded by Commissioner Bell. No more discussion. Approved at 5:34.

c. **ACTION ITEM:** BCHA Resolution 2022-10 Review and Approve Contract \$15,000 for Housing One-Stop Shop (ARPA Funding)

Executive Director Sara Michael.

Informed to the board about the two meetings Liaisons Connelly and her had with The One-Stop-Shop company from Boise and the perfect asset they will be for the Authority on developing a better housing service Authority. This project will include housing sources, applications, units online, staff report, anything related on what has been built in the past, among others as a first step in the project. This company operates in Boise for years and has the experience on people needs, and housing services. The work will begin in June and will have the draft product for The Authority in October to be presented to the board.

Liaisons Fosbury

He is in support and in favor of the One-Stop-Shop project and would like to review it. He thinks the reduced rate of \$99/hour is reasonable. He believes this is exactly the type of work county commissions are looking for in health services for the county. He found the project important and looks forward seeing the benefits for the Housing Authority. Thanked for preparing the agreement.

Commissioner Bell

She asked if the Housing Authority has the money for the project. ED Michael explained how funds are going to be use for the project, and she shared with the board the importance on moving forward with the project. The Housing Authority knows there is a high need of assisting better the community in collaboration with other organizations.

Chair Gilbert moved to approve the New Business action C motion as presented. Seconded by Commissioner Lopez. One objection from Commissioner Hart because he does not have clear where the funds will come from. No further discussion. Approved at 5:44.

d. **Update:** Interim Executive Director Report

ED Sarah Michael presented report in detail and talked about meetings in agenda with the county to approve or not grants of \$100k and \$400. These grants will fund the beginning of the implementation actions plan in Ketchum in partnership with many other organizations. She will present 2023 budget to Blaine County and the City of Ketchum for the final decision on June 23rd, 2022. ED Michael had met with the Mayor of The City of Bellevue regarding their housing needs. There is land available in Bellevue that both, The Housing Authority in collaboration with the City of Ketchum Housing strategist Connelly, want to use for future housing projects. Even local Ketchum tax project didn't pass, Liaison Connelly is working on local act to destinate 20% of additional funds to be use as regional collaborative projects. ED Michael also informed to the boar about Hoopla event in Ketchum (fundraising for housing). She will be representing The Housing Authority along with other organizations like ARCH, and BCCF. She will work on the financial report from Women Foundation grant and present to the board how it was used in the projects at LTL and J&J project.

Other projects informed during board meeting included: Ongoing meetings for the J&J project, inquires of deed restricted violations cases, file digitalization-share files process with John Dean Company with discount rate of service.

Commissioner Bell
Thanked the great job done.

Commissioner Hart
He asked to check current IT contract The Housing Authority has for file digitalization process and tech support to avoid expend funds on double service.

Liaison Dick
Seconded commissioner Hart initiative.

Chair Gilbert
She heard commissioners and liaisons opinions about files organization, records organization digitally and expressed to share the importance on keeping paper records.

e. **Update:** Receive and File Program Administrator Report.
PA Silvia I Romero presented monthly report. For reference see report attached.

Commissioner Bell
She shared a history of a family who didn't have the resources to go back to their hometown. Board member, Liaisons and staff agreed on the importance of including law enforcement to collaborate, along with other organizations, assisting vulnerable population in need of housing or in any other assistance.

6. Old Business

a. **Update:** Lift Tower
Provided by ED Sarah Michael report and PA Silvia Romero.

7. Upcoming BCHA Calendar.

a. July 20, 2022, BCHA Regular Monthly Meeting
Executive Director Sarah Michael
She asked to board to skip next month Board meeting unless something important comes up. If not meeting is scheduled for July, Board member, liaisons, and staff will meet in August. Commissioner Bell asked ED Michael and or PA Romero to communicate by email on any important updates.

Chair Gilbert moved to approve the motion as presented. No further discussion.
Approved motion anonymously at 6:20pm

8. Adjournment at 6:20

9. Respectfully Submitted by

Approved by

Silvia I. Romero

BCHA Bilingual Program Administrator

Sarah Michael

BCHA Chair