
**SEATTLE HOUSING AUTHORITY
REGULAR BOARD BRIEFING**

Virtual via Microsoft Teams

(206) 257-3799; Phone Conference ID 450 138 704#

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LOCATION

In-person option at SHA Central Office

101 Elliott Ave W, 1st Floor Tahoma Conference Room
Seattle, WA 98119

DATE

February 9, 2026, 4:30pm – 6:00pm

**BOARD
ATTENDEES**

**Sally Clark, Chair
Robert Crutchfield, Vice-
Chair
Dr. Paula Houston
Rita Howard**

**Twyla Minor
Paul Purcell
Kristin Ryan**

DISTRIBUTION

SHA Board of Commissioners; Cabinet

Commissioner Roll Call

Present: Sally Clark, Chair
Robert Crutchfield, Vice-Chair
Rita Howard
Kristin Ryan
Paul Purcell

Absent: Dr. Paula Houston
Twyla Minor

AGENDA:

Briefing Items

- **Resolution No. 5308**: SHA Additional Annual Holidays
- **Resolution No. 5309**: 2026-2028 OPEIU Contract
- Real Estate Roadmap Overview
- Illegal Dumping

Commissioner roll call was given at 4:33 p.m. The Briefing was held via teleconference, with an in-person meeting option at the SHA Central office. Commissioners Dr. Houston and Minor were absent from the Briefing.

Resolution No. 5308: SHA Additional Annual Holidays

Executive Director Rod Brandon introduced Human Resources (HR) Deputy Director Valerie McKenna, who presented Resolution No. 5308 to the Board. Ms. McKenna stated that an additional benefit to employees of two holidays in 2026 would enhance the retention and engagement of employees, as well as attracting additional employees. SHA recognizes that the number of holidays they grant employees is a place where the agency is not competitive in comparison with other employers. Therefore, HR recommends that Veterans Day and Indigenous People's Day be made annual holidays for SHA in order to meet staff needs and increase the agency's competitiveness as an employer. Additionally, if federal funding is decreased then that also impacts the merit pay options the agency can provide to employees. So, this increased number of annual holidays would be helpful to retention in lieu of potential merit pay decreases.

Commissioner Howard asked if Indigenous People's Day takes the place of Columbus Day. Ms. McKenna replied that it would be recognized on the same day as Columbus Day; the agency currently does not celebrate Columbus Day at all, and if the Board approves this resolution, Columbus Day will not be referenced at all in the announcements that go out to staff.

Commissioner Howard stated that there are already 10 annual holidays, some personal days, and other options too. Ms. McKenna replied that there are three personal holidays afforded to each staff person. Tacoma Housing Authority offers 13 office closures in addition to staff's 3 personal holidays. King County Housing Authority provides 12 holidays and 2 personal days, and Pierce County Housing Authority does the same. As a resident, Commissioner Howard sees notices that her building's office will be closed because SHA is taking a personal holiday; she wonders why there is some kind of miscommunication about this. Ms. McKenna replied that there are also two wellness days during which all offices are closed; these two days are discretionary, and the Executive Director decides which days those are.

Mr. Brandon asked for clarification from Commissioner Howard regarding her question. Commissioner Howard clarified that she wants to know the total number of days that employees have off each year and when SHA building offices will be shut down. Mr. Brandon replied that this information can be provided and also a calendar put together to show the annual holidays and wellness days for 2026. Ms. McKenna added that 14 planned office closures would happen during 2026, then on top of that, staff would have 3 days they could individually take off as personal holidays and those days would need to be pre-approved, same as staff annual leave. Note that these personal holidays do not roll over year-to-year. HR Director Evelyn Correa added that in terms of the workload and work distribution, staffing of Housing Operations staff has also played into this resolution.

Commissioner Ryan asked how it is that SHA manages emergency situations when offices are closed during holidays. Ms. McKenna responded that there are staff on emergency standby during all holidays and office closures. Commissioner Clark stated that she is surprised SHA was not already observing these two holidays, as most government and nonprofit organizations already do. Mr. Brandon added that the agency knows there is an impact on residents during office closures, and the benefit of these additional days off is also clear. Commissioner Purcell stated that something can be added to resident surveys to ask residents if emergency coverage on agency holidays is adequate in order to address the concerns raised here today.

Commissioner Clark offered that these questions can be addressed either this week or during next week's Board Meeting.

Resolution No. 5309: 2026-2028 OPEIU (Office and Professional Employees International Union) Contract

Ms. Correa presented Resolution No. 5309 to the Board and described some of the work she went into the contract negotiations. She stated that herself, Labor Relations Manager Chip Weatherbee, Mr. Brandon and others went into contract negotiation having had discussions ahead of time. Mainly, they had discussed the agency's management priorities of staff retention, competitive compensation, and recognition. Ms. Correa summarized the negotiated contract, stating that it implements a new pay structure based on the results of the Baker Tilly compensation study. This new structure places employees on the new pay scale; SHA agreed to place staff at 2% above the minimum wage band for each year a person had been in their current role with 1% for each additional year of SHA experience, leading to a maximum increase of \$3.50/hour.

Commissioner Purcell asked if this means that employees will be getting a 3% raise each year. Mr. Weatherbee replied that the above criteria is used to place employees on the new wage band in 2026; it is not implemented every year. The 2027 and 2028 pay structure is different. Commissioner Purcell asked if there has not been a raise tied to longevity in the past. Ms. McKenna stated that there used to be pay steps with the OPEIU agreement that were more tenure-based, and that was discontinued roughly 15 years ago. Therefore, the way that OPEIU staff receive an annual wage adjustment via a COLA (cost of living adjustment) and through the merit program. The above percentages are a one-time method to place staff on the new pay scale. With the elimination of steps roughly 15 years ago, staff did not move through the wage bands as quickly as they had before. This change is being implemented to find a middle-ground between those two things. With the implementation of this new pay scale, 45% of OPEIU staff will see a wage increase in 2026. Commissioner Purcell asked about the financial impact of this. Mr. Weatherbee replied that the implementation itself is about \$284,000. Mr. Brandon stated this was planned for.

Ms. Correa continued the presentation, describing the agreement with regard to 2027 and 2028 wages. If there is an increase in federal funding of 6% or greater, staff will see a 2-4% increase and merit pay. If there is an increase in funding up to 6%, there will be a 1-2.25% increase and no merit pay. If there is a decrease in funding up to 6% staff will

receive a lump sum of 3% in lieu of a wage increase with no merit pay. Lastly, if there is a decrease greater than 6%, then there will be bargaining over wages.

Commissioner Howard asked how much merit is paid, typically. Mr. Weatherbee replied that depending on an employee's evaluation score, employees can get up to 2% in merit pay. In response to a question from Commissioner Ryan, Ms. Correa stated that merit pay is typically a wage increase; if someone is at the maximum of their wage band, it would be paid out as a lump sum.

Real Estate Roadmap Overview

Mr. Brandon introduced Asset Management and Development Director Bobby Coleman, Deputy Director Sandy Miller, and Housing Finance Administrator Samara Ressler. Mr. Coleman introduced key points of the Real Estate Roadmap, mainly that the goal of the agency is enhancing housing quality, aligning development with the organization's strategic plan, and providing transparency.

Ms. Ressler illustrated the cycle of a property from creation (acquisition or development) to operation, repositioning, and reinvesting. When it comes to public housing repositioning, it refers to converting public housing to better resources rental assistance programs. The Yesler Terrace redevelopment, rehabilitation of Jefferson Terrace, and redevelopment of Jackson Park Village are all large examples of repositioning and reinvestment. Mr. Coleman presented the results of a 2023 Opportunity Investment, approved by the Board, which supported the repositioning and reinvestment process. The Real Estate Roadmap is a planning tool that was responsive to feedback staff heard throughout the Opportunity Investment period; it was just launched at the beginning of the year after three years of planning.

Ms. Miller provided information about already active roadmap projects. There is a land sales program examining what is the best use for various sites the agency owns. The demolition of Jackson Park Village is underway and will soon be underway at Northgate Commons, as well. Additionally, there is a vacant site called Red Brick in the Othello neighborhood that is currently in predevelopment planning. Lastly, there are early planning activities happening around refinancing HOPE VI properties, determining the best use for MLK Jr Way Apartments, high rise rehabilitation planning, and a commercial facilities master plan. Commissioner Clark asked what the source of the Seattle Office of Housing loan for MLK Jr Way Apartments was. Ms. Ressler replied that she would need to research to find the source of the loan. Later in the meeting, Ms. Ressler noted that the source of the loan was from the 2016 Housing Levy - it was part of the 4th round of funding.

Commissioner Purcell stated that it seems like the agency is thinking of new things while also facing significant capital needs, especially in high rise buildings. Mr. Coleman replied that the last capital needs assessments (CNAs) were done between 2017-2019, and the process of doing another round of CNAs is currently being examined. He added that these CNAs are not quick to do, as the agency can have hundreds of buildings on a single site, and they are very expensive, so these are things that are being looked at.

Mr. Brandon added that the agency has past CNA data, including data for high rises, and the roadmap has utilized, and continues to utilize, that data when it comes to prioritization of work. Commissioner Purcell asked if the agency would sell property in order to keep others, and Mr. Coleman replied that if there is no net loss in units, then yes, the agency could sell properties in order to address serious housing quality issues. Commissioner Purcell asked if the agency would sell properties just so it would not have to deal with any serious maintenance issues. Mr. Brandon replied that there are various scattered sites that are much smaller, and the question of cost to maintain those versus maintaining multifamily housing is something the agency is considering.

Commissioner Howard asked for a definition and example of “repositioning” as well as an example of “underperforming.” Mr. Coleman replied that repositioning is about finding a property’s best use which may run the gamut from upgrading the property to selling it; an example of this is Yesler Terrace, at which some land was sold to finance new buildings and additional affordable units surpassing the count at the original development. An example of underperforming is if the money a property brings in is not enough to cover its operations and maintenance.

Commissioner Ryan asked what dollar value is at stake in each of the four stages of the lifecycle of a property. Mr. Brandon and Mr. Coleman replied that they can get the commissioners some numbers, such as the number of units in the “operate” stage or the monetary value of properties in another stage, that gives context to these four stages. Commissioner Clark offered to have an Executive Session about these four stages. Commissioner Purcell offered his thanks to Commissioner Clark for this idea, adding that all these processes are so complex it necessitates a more nuanced discussion.

Mr. Coleman ended the presentation with a brief overview of the third and fourth quarter activities that may require Board action.

Illegal Dumping

Commissioner Clark introduced this topic, stating that from time to time there are public comments regarding illegal dumping in their SHA garden communities. In light of Housing Operations Director Dave Wellings’ comment that this presentation was made to run thirty minutes and there are only eleven minutes left, the Board agreed to postpone this presentation to a later date, so it receives the attention it is due. Upon a request from Commissioner Ryan, Mr. Wellings offered to speak with her to catch her up on the history of this topic.

Meeting Close

The Board Meeting will take place on Tuesday, February 17. Commissioner Ryan asked if there is another employment contract up for renewal this year. Mr. Brandon replied there is another and it is traditionally called the Trades and Maintenance one, and the hope is that this agreement is a month or two away.

Hearing no further comments, Commissioner Clark called for adjournment of the Briefing. Commissioner Howard motioned for adjournment, and Commissioner Crutchfield seconded the motion. The February 9, 2026, Regular Board Briefing was adjourned at 5:55 p.m.

Secretary-Treasurer