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SEATTLE HOUSING AUTHORITY  
REGULAR BOARD BRIEFING  
MEETING AGENDA

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LOCATION                      Seattle Housing Authority, Jesse Epstein Rm, First Floor, 190 Queen Anne Ave N

DATE                              Tuesday, July 14, 2015 7:30 am – 9:00 am

BOARD ATTENDEES      Aser Ashkir                                      Zachary Pullin (Absent)  
                                    Nora Gibson, Chair                              Jermaine Smiley  
                                    Kollin Min    Emily Abbey  
                                    Deborah Canavan Thiele, Vice  
                                    Chair (Absent)

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DISTRIBUTION              SHA Board of Commissioners; Cabinet

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AGENDA:

1. SHA Employee Survey Update (30 min)                                      Dean Barnes/Colleen Blake, Agreement Dynamics, Inc.
  
2. Staffing Background Update (15 min)                                      Dean Barnes
  
3. Resolution 5080 – Bond Authorization; 2020 S. Jackson Project (10 min)                                      Ann-Marie Lindboe
  
4. Voucher Utilization Update (15 min)                                      Cynthia West

Board Chair Nora Gibson opened the meeting at 7:32 am

## MEETING NOTES

Review 7/20/15 Regular Board Meeting Agenda and Updates

### SHA Employee Survey Update

Colleen Blake, an associate with Agreement Dynamics, Inc. (ADI), presented to the Board the results of the 2015 SHA Employee Survey. The purpose of the survey was to assess changes within the agency since the 2009 survey, as well the current working environment, and to identify areas in need of improvement and to celebrate those areas where successes were identified. The survey was administered from February through March 2015; 60% of staff participated, and the responses were confidential, anonymous and only accessible by ADI.

### Staffing Background Update

Human Resources Director Dean Barnes gave the Board a staffing background update, as SHA is in the process of strategic planning for future SHA goals and direction. The comprehensive report displayed demographics relating to and broken down by employment status, ethnicity, age, retirement eligibility, turnover rate, terminations, etc. The schematics revealed staffing areas that the agency should pay attention to to retain a strong, experienced work force at SHA.

### Resolution 5080 - Bond Authorization; 2020 S. Jackson Project (LIHI)

Asset Management Director Ann-Marie Lindboe presented Resolution No. 5080, which authorizes Seattle Housing Authority (SHA) to issue housing revenue notes to fund the development of a 68-unit low-income housing project located at 2020 S. Jackson Street sponsored by LIHI. SHA has the ability under State Housing Authority law to issue bonds and/or notes on behalf of non-profit housing developers and loan the proceeds to the housing project owner. The bond purchaser is Bank of the West and the tax credit investor is Boston Capital. Other project financing is being provided by the City of Seattle.

### Voucher Utilization Update

The Housing Choice Voucher Program continues to work toward two main goals; serve more families, and to achieve 96% year end and 94.1% average utilization. In June, there was an increase in households served, though utilization remained unchanged due to new voucher allocations.

### Yesler Terrace Update

Development Director Stephanie Van Dyke reported that construction continues to flourish at Yesler Terrace, with Raven Terrace projected to be completed in November 2016. Kebero Court is 60% leased up, and residents are pleased with the new structure. The infrastructure portion of

the contracting work is running significantly behind schedule, so the grading portion of that contract may be reallocated to another contractor in order to proceed in a timely manner on the Hoa Mai project. Summer youth programs are underway at Yesler Terrace with many activities in place for youth.

Board Chair Gibson adjourned the meeting at 8:43 am.

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Secretary-Treasurer