
**SEATTLE HOUSING AUTHORITY
REGULAR BOARD BRIEFING**

LOCATION Seattle Housing Authority, 190 Queen Anne Ave N, Seattle, WA
Jesse Epstein Conference Room, First Floor

DATE December 11, 2017 4:30pm-6:00pm

Deborah Canavan Thiele, Board Chair

BOARD ATTENDEES Emily Abbey, Vice-Chair Dr. Paula Houston
Ahmed Abdi David Moseley
Zachary DeWolf Jermaine Smiley

DISTRIBUTION SHA Board of Commissioners; Cabinet

4:30pm - Commissioner Roll Call

AGENDA:

Action Items

4:35pm – Resolution No. 5145 – Safety Net Assistance Program (SNAP)

5:00pm – Resolution No. 5146 – Adoption of 2017 Committed Funds

5:20pm – Resolution No. 5147 – Teamsters Local 117 Contract

Executive Session – (for Commissioners & Cabinet, only)

5:30pm – Potential Litigation

Commissioners DeWolf, Dr. Houston, Moseley & Smiley were absent from the Briefing.
Commissioner Chair Thiele attended by phone.

MEETING NOTES

Review 12/18/17 Regular Board Meeting Agenda and Updates

Resolution No. 5145 – Safety Net Assistance Policy (SNAP)

Sr. Policy Analyst Matt Helmer presented Resolution No. 5145 to the Board. The Safety Net Assistance Program (SNAP) was established in 2008 to provide qualified residents who move out of SHA housing the right to return to the top of the approved waiting list within 12 months of their move out date, should something occur that threatens their housing stability. The program was designed to create a safety net for Low Income Public Housing (LIPH) residents to graduate from housing subsidy and enter the private housing market.

This resolution authorizes SHA to have the flexibility to change the program's name, eligibility requirements, and enrollment processes to simplify participation requirements, including an automatic enrollment strategy, and to increase participation in the program.

Resolution No. 5146 – Adoption of 2017 Committed Funds

COO Shelly Yapp presented Resolution No. 5146 to the Board, which is the fifth annual adoption of the year-end Committed Reserves, with preliminary dollar balances, within SHA's Unrestricted Cash Balances. This resolution adopts the year-end 2017 Committed Funds in the total amount of \$40.66 million and itemizes all committed items. As the actual dollar amounts will be determined following the closing of the 2017 financial books, the dollar figures are preliminary. The resolution provides that the Executive Director report the final YE 2017 Committed Funds to the Board once the year-end financial statements have been audited in the spring.

NOTE: Ms. Yapp concluded her presentation at 5:30 p.m., so it was proposed that the Executive Session be postponed to 5:40 p.m. after the presentation of Resolution No. 5147.

Resolution No. 5147 – Teamsters Local 117 Contract

Labor Relations Negotiator Leigh Ann Tift presented the resolution to the Board. Resolution No. 5147 authorizes the Executive Director to execute a new three-year contract with Teamsters Local 117, effective January 1, 2017 through December 31, 2019. The previous contract with the Teamsters expired on December 31, 2016.

The Teamsters represent SHA's Property Assistants ("PAs"), who perform custodial duties, on-site monitoring of safety, health and security hazards and incidental administrative work, such as entering work orders. Some of the conditions highlighted in the contract was creation of a lead premium of \$1.50/hour, elimination of merit pay in favor of a merit leave award system, depending on an employee's performance evaluation score and contract elimination of housing as a condition of employment, specifically, those Teamsters who are in housing and subject to an occupancy agreement will transition to residents and be subject to all program rules.

Employees will receive: (1) a 2.8% wage adjustment for 2017 (retroactive); (2) a base wage increase for 2018 equal to 3.4%, which is in accord with CPI-W Seattle Tacoma, announced November 15, 2017; and (3) a base wage increase for 2019 equal to CPI, with a minimum wage increase of 1.5% and a maximum of 3.75%.

Commissioner Abbey called for Executive Session to begin at 5:40 p.m. Regular session reconvened at 5:58 p.m.

Commissioner Abbey adjourned the meeting at 5:59 p.m.

Secretary-Treasurer