

MINUTES OF THE REGULAR ANNUAL MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF SEATTLE  
APRIL 19, 2021

The Commissioners of the Housing Authority of the City of Seattle (“Seattle Housing Authority” or “SHA”) met in Regular & Annual Session on April 19, 2021, via teleconference. Board Chair Paul Purcell called the meeting to order at 5:02 p.m. Kimberly Garrett performed a roll call for Board Commissioners in attendance. Commissioners present and absent were as follows:

Present: Paul Purcell, Chair  
Robert Crutchfield  
Rita Howard  
Gerald Smiley  
Debbie Thiele

Absent: Dr. Paula Houston, Vice-chair  
Twyla Minor

Public Comment

Summer Gray

Consent Agenda

Commissioner Purcell presented the Consent Agenda, which included approval of minutes for the Regular Board Meeting of March 15, 2021; approval of minutes for the Special Board Meeting of April 6, 2021; approval of minutes for the Regular Board Briefing of April 12, 2021 (with corrections to vote count for director selection, and vote count for authorization to extend/negotiate contract); and, approval of the Expenditure Certification Report (Authorization to Pay Outstanding Obligations of Salaries and Claims for the Period of March 1 to March 31, 2021.)

Commissioner Thiele moved to approve the Consent Agenda and the motion was then seconded by Commissioner Crutchfield. Hearing no questions or comments, Commissioner Purcell called for a vote. The Consent Agenda was approved unanimously among the members of the Board present at that time (5 yes; 0 no).

Commissioner Purcell noted a change to the Regular agenda to reflect the need for the board to be updated with additional information on the Northgate project prior to the vote on Resolution No. 5212. Another change noted to the Regular agenda is that the vote on Resolution No. 5214, regarding the Executive Director selection and contract, will not take place in Executive Session; instead, it will be moved to the Regular meeting session.

## Regular Agenda

### Northgate Update

Executive Director Andrew Lofton introduced Development Director Terry Galiney to give update on where we are with the Northgate project and a summary of the progress and the plans for Northgate that would give some context for why in addition to the cost savings that we were getting from the bond refinancing, why we were bringing that to the Board. Terry will walk you through the current plans, and progress that has been made on the Northgate redevelopment project.

Mr. Galiney assured the Board that there's no action contemplated right now; this is more of an update to the Board on where we are with Northgate redevelopment planning. What's happened in the last year or so, and what we're hoping to happen going forward over the next six to nine months, and then ultimately hold redevelopment starting in 2025. As a reminder, we acquired the building at the end of 2019, for \$65 million, 211 units built in 1951. The site is a large, square, flat site without a whole lot of environmental issues, so it's kind of a unicorn in Seattle right now with great access to services, transit, etc. The site is vastly underbuilt and went through rezoning in 2013. With the new zoning (95 feet) you can actually fit about 1700 units under there, but the 95-foot zoning is not terribly useful because you get into either concrete or steel construction types, and those tend to be more expensive than what they're worth. So, the likely capacity for the site is in the 1200 to 1400 unit range.

So far what we've developed is a set of core commitments for the redevelopment of the site and those commitments are preserving the existing 211 units (we call naturally occurring affordable housing units, as long as we can, until redevelopment), create a connected and diverse community, partner with stakeholders to implement a plan for the site, provide affordable housing for a range of unit sizes, and then also integrate environmental stewardship and health into the community. These are our commitments, so far, and then the goals for the site are to substantially increase the amount of affordable

housing on site. We think we're going to double the amount of affordable housing there, so up to about 422 units of low income housing, and then with goal of redevelopment beginning in 2025. The reason for keeping the affordable units in their 422 unit range is diversity of units and uses on the site. But, also unlike Yesler, there's not land value there to help subsidize the affordable housing. We actually need to be able to be paid back for the \$65 million that we used to buy the site, as well as some capital costs and carrying costs since that time. So we do need to sell off a substantial amount of the site to help fund the planning uses, relocation, infrastructure work and then, also affordable housing. The caveat is unlike Yesler - in that this isn't necessarily an SHA project - we're partnering with the City of Seattle, who we will be working with them to help gap finance and fill in funding, so that SHA isn't funding these projects.

The chief roles between SHA and our primary partner at the city, the Office of Housing are listed here (on this slide); SHA is to develop and implement the master plan for the site development, including some dividing the parcels, looking at vehicular and pedestrian implications, as well as do some planning on basic infrastructure, such as stormwater facilities and electrical, etc. SHA also is in charge of relocating residents and then also, we when the time comes, to market and sell parcels for the market rate development to help subsidize the overall redevelopment. OH is our primary partner in This; they are with us in the planning phase, and they are coordinating with helping us coordinate with the other city departments. They have convened several interdepartmental meetings, as well as the Capital Cabinet meeting, to discuss Northgate and the roles the various City departments have in the redevelopment. OH is also helping to identify affordable housing funding sources. Again, we're looking to the City to help to fund gaps here at SHA, and then we expect that the two or three affordable housing projects that are built as part of Northgate redevelopment, City of Seattle will facilitate RFP process to select affordable housing developers, so it won't necessarily SHA developing any of that because we're not funding the project. But, OH will keep partnering in selecting the developer czar.

Commissioner Purcell asked Terry if we have an idea of the income of existing tenants, and you mentioned that we were responsible for relocation. Is there a difference between being responsible for market rate tenants versus affordable tenants, or low income tenants? Terry responded that according to the relocation plan that was put

together, as far as we're concerned, those are our tenants and we have the same commitment to all of them for relocation, whether they are low income, or not. Regarding income, there's a pretty broad range amongst the tenants, as there are some residents there who have vouchers and are some much lower income folks and some a little bit higher. Typically, rents there are about 60% of AMI, or a little bit north of that, and that's pretty reflective of the incomes there.

With City of Seattle partnership opportunities, there's a little bit of flexibility on the site and some opportunities for the City to have a say in what happens in the redevelopment and what some of those partnerships look like, specifically around the affordable housing, what the size and type of affordable housing will be there, with ground floor uses. We're talking with the city about potentially childcare on the ground floors, amenity spaces and spaces for the arts. Seek partnership also around engagement with stakeholders, site infrastructure, specifically SPU has an interest in some green stormwater facilities there, and so this is an opportunity for the City to implement some of those. We are hoping to work with the City on an expedited permitting process and then also on tenant relocation. Finally, neighborhood connections, helping identify opportunities for open space, multi-use trails, public amenities, etc. A little bit more into the weeds and what we have been talking with the City about opportunities, need and assistance at Northgate is SPU. They need to make a determination on the type of storm water detention on the site, whether or not it's regional versus parcel based. Working with Department of Neighborhoods (DON) to identify stakeholders in the neighborhood and coordinate SHA's community engagement efforts. Working with City Light to just confirm the adequate service on the site. We've spent the last year confirming a lot of these things with our consultants, but we do need City departments to chime in on some of these issues. And, then also SDOT; depending on how the site lays out, we have a preferred engine traffic engineer and our civil engineer, and the architects have a couple of preferred options for how the development may lay out on the site and are looking to get confirmation from SDOT that those work for their needs and that further traffic mitigation measures will not be required.

There has been a lot of community planning in the neighborhood leading up to this, and we are able to benefit from the 2017 MHA rezone for the neighborhood. These are just some of the comments that we pulled from some of those earlier neighborhood outreach efforts, or neighborhood engagement efforts, so we're not starting from zero here. So far,

all of the planning that we're doing for Northgate redevelopment fits within the comments that have come out of those earlier planning efforts for the neighborhood. Our proposed outreach is somewhat more traditional, as opposed to the Yesler model, and that is only because there's no zoning required and there's not as much flexibility on the site as we had at Yesler. So, the proposed outreach here is really informing stakeholders, direct engagement mailers to neighbors within 1000 feet, and then engaging in some of the existing neighborhood groups such as Revisioning Northgate, and others. We have also been engaged with Councilmember Juarez. This is her district and she's included some of the information about the Northgate redevelopment in her digital newsletter and in conversation. She has expressed her support for this project and her interest in expressing that support to the rest of them. This will all happen prior to the agreement final approval.

Commissioner Purcell inquired about any outreach to the Seattle Kraken community; Terry responded that we don't yet have a contact with the Seattle Kraken, but if he has one, I think that that would may be able to get them to fund some services on site, or something. Commissioners Smiley and Crutchfield both mentioned that they each may have a potential contact and offered to reach out to find out more information on this.

Mr. Galiney then provided the Board with a timeline for the Northgate Commons redevelopment project:



### Resolution No. 5212 – Northgate Refunding Bond

Commissioner Thiele moved for consideration of Resolution No. 5212; Commissioner Crutchfield seconded the motion. Finance & Asset Management Director Jared Cummer presented Resolution No. 5212 to the Board and recommended adoption of the resolution.

SHA acquired the Northgate Apartment complex in December 2019 for \$65 million, plus acquisition costs, for the purposes of redeveloping the property into a mixed income community) using a taxable line of credit with a rate of 2.77 percent that is fixed until December 1, 2024. Those payments total \$1.8 million a year; given current rates in the Capital markets, we feel that there is significant interest savings that we could see there. And, given where we feel we're at in the timeline, we can lock the rate in for an additional almost two years beyond 2024.

Resolution No. 5212 authorizes the issuance of bonds not to exceed \$70 million for the purposes of refunding the taxable line of credit used to purchase the Northgate Apartments. The proposed refunding is public bond offering that has a five-year term with a two-year call option. Current market rates suggest a public sale will result in a tax-exempt rate of 1.35-1.5 percent. This includes \$650,000 in project funds to address some structural and mechanical capital needs and a pre-payment penalty of \$1,050,000 associated with the current line of credit.

Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5212 was approved unanimously among the members of the Board present at the time (5 yes; 0 no).

### Resolution No. 5213 – Yesler Endowment

Commissioner Crutchfield moved for consideration of Resolution No. 5213; Commissioner Smiley seconded the motion. Deputy Director Anne Fiske Zuniga presented Resolution No. 5213 to the Board and recommended adoption of the resolution.

SHA was fortunate to secure \$30 million in Choice Neighborhoods funding for the redevelopment of Yesler and we were allowed to spend 15% of those grant proceeds for services. A feature of the grant, or the program Choice Neighborhoods Initiative, was to allow for the creation of an endowment to continue those services into the future and those services that we focused on, and continue to do so, are in the realm of education, employment and health, and the annual expenditure is anywhere between \$400,000 and

\$600,000 annually to continue to deliver those services each year. An important piece of information we sought from HUD and received clarification of is that any land sale proceeds generated from the sale of Yesler Terrace property, in excess of what they were valued at before redevelopment, must be used for costs associated with the redevelopment, including services. So, said very simply, the dollars generated at Yesler need to stay at Yesler.

Resolution No. 5213 does a number of things, or has a number of findings and it finds that it is desirable to continue services for low income residents at Yesler into the future, and that's part of SHA statutory authority. That it's preferable to use land sales instead of having the Housing Authority stand up a fund raising machine annually to keep those services going and that there would be some investment vehicle needed in order to generate the revenue to continue those services. So, the resolution authorizes a number of things. First and most importantly, it authorizes the use of up to \$15 million of Yesler land sale proceeds to establish an investment vehicle to sustain those services at Yesler, and it then talks about staff putting out into the community a request for information (RFI) that would allow us to evaluate different vehicles to accomplish this interest generating and service supporting effort. In that RFI, we'd be looking for information in order to compare apples and apples across the different entities that may be able to do this investment for us, would be looking for things like expected investment, earnings management fees and also alignment with our mission and vision at SHA for Yesler. So, what we will be doing is issue the request for information, likely in June, and we will compile the information and will bring to you recommendations and will show you what we get back, then identification of what entity we think might be most beneficial to work with based on the criteria that are set in the request for information and bring that to you for a decision. Again, probably in the June time frame. So this resolution authorizes us to do that work to seek input from those interested in working with us on generating these interest earnings to support yes on services going forward.

Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5213 was approved unanimously among the members of the Board present at the time (5 yes; 0 no). Commissioner Purcell thanked by Ms. Fiske Zuniga, and CFO Shelly Yapp on their work on this project.

### Resolution No. 5214 – Executive Director Contract Approval

Commissioner Purcell gave an introductory statement: At the April 12th Board Briefing, we approved offering the opportunity to negotiate a contract with Rod Brandon, who is present here. Over the past week, the Board and I have been in discussion about it, and we have agreed to a contract with the parameters that I believe was sent to each of the Commissioners with your meeting notice. There are very few things to negotiate in a contract like this, as most are driven by the benefits package, which is controlled by the City, State and SHA guidelines. Primarily, what we were able to negotiate was a salary and a leave package, and Rod has agreed to those items. The contract itself is a three-page document, but what you have before you are the items which were negotiated between Rod and myself. So, I entertain a motion to approve the contract, at which point we can discuss.

Commissioner Smiley moved for consideration of Resolution No. 5214; Commissioner Howard seconded the motion. Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5214 was approved unanimously among the members of the Board present at the time (5 yes; 0 no) making Rod Brandon the new SHA Executive Director.

Commissioner Purcell congratulated Mr. Brandon and expressed excitement to have him board, for his leadership and future work as Executive Director. Mr. Lofton was lauded for his leadership and dedication to the affordable housing community, and the Board expressed how grateful for that and that he will be truly missed.

Commissioner Crutchfield: I hope we will have when we're able to get back together an opportunity to get together and celebrate and Andrew's career, his leadership and all he's done for the Housing Authority, Board, and for the city. We celebrate how much we've enjoyed working with you. Commissioner Smiley: Thank you Andrew for all of your hard work, your perseverance, and all the challenges that you've overcome together as a team there at SHA and your tenure here in this city and I wish you the best in your next endeavor in this next chapter in life. Go, live life exactly how you choose to and we look forward to seeing you again. And, as we organize golf tournaments, I know who to invite.

Commissioner Thiele: I didn't realize this was your last meeting, Andrew, and I look forward to the time when we can give you a proper send off. We've been working together a long time, almost the same tenure in our Board and ED roles, and it's just been



extraordinary to be able to work with you and to see your leadership locally and nationally. It's just exceptional and I'm forever grateful for the time we've worked together.

Commissioner Purcell thanked the Commissioners who were part of the committee that selected Rod. It was quite a process and Commissioners Thiele and Crutchfield were instrumental in getting through that process and selecting Rod Brandon. He offered Rod an opportunity to give remarks and welcome the Board to his leadership. Rod Brandon: Thank you Paul! You and I feel the same heartfelt, emotional reaction about our current leadership of Andrew Lofton. He has just been unbelievable at all levels of government here for us and just has done an unbelievable job of leading SHA. For someone who's stepping into that role, I greatly, greatly appreciate his efforts; he has left SHA in very good condition, and that's just nothing short of just amazing leadership on his part. I will continue to take notes on some of the good things that Andrew has done to make sure that we continue those same efforts, that same collaboration, the same partnership, that same dignity by which SHA operates in the respect that we give our residents, as well as the providers that we work with. I'm looking forward to working with the Board in this new role, and looking forward to working with Cabinet in this new role. As you all know, we have just an amazing Cabinet. Each of their skill sets and collective skill set continues to make SHA shine, which makes us a great partner together. When you put the Board and the Cabinet as we think through where we should go next and how we continue to serve more people, it's going to be just a really good combination. I'm SO looking forward to that collaboration. Thank you very much!

### Emergency Vouchers

Rental Assistance Programs Director Alice Kimbowa, in partnership with Intergovernmental Relations Director Lisa Wolters briefed the Board on Emergency Vouchers; a high-level update, followed by details of implementation of the vouchers.

Ms. Wolters: I'm going to talk in this opening slide and then Alice will get in more into the details about what we know about the vouchers. We talked about this briefly a couple of months ago when this was passed (American Rescue Plan Act of 2021). This was part of the American Rescue Plan and its \$5 billion for new emergency vouchers, tenant-based vouchers. This is different than the \$5 billion that is allocated for homeless rental assistance. This is actually vouchers, a one-time allocation, so it's a little bit different than vouchers we normally get; it's funded through 2030, and the vouchers will have to be used,

unclear if it's to be issued or actually leased by a certain date. If not, they will be recaptured. This has been done before, it's not super common, but it's done before and their one-time use meaning after September of 2023, the household, if they stop using their voucher, we can't renew it, as it doesn't go back into our pool to reuse again. So this is really the legislative piece around this, that it was really geared for the folks who are kind of on the brink, and was also part of a response to having communities be ready when the eviction moratorium are lifted because so many people (one in five people) are behind on their rent at this point in nation.

Ms. Kimbowa: Thank you, Lisa. So we were hoping that by this time we would know a little bit more about the vouchers, but we don't have as much information as we'd hope to determine what our next steps are going to be. But, what we currently know is who would be eligible, which the homeless, or those at risk of homelessness households, those who are fleeing, or attempting to flee domestic violence and those who are recently who were recently homeless. The definition that is going to be used to determine homelessness is that of the McKinney Vento Homelessness Assistance Act. We are waiting again for additional guidance beyond what is listed currently in the legislature and in that guidance, we hope that HUD will provide additional requirements regarding eligibility, prioritization, and outreach along with the actual voucher allocation. The guidance is anticipated to be published within less than 30 days. HUD was given 60 days, which was March 12th, so we expect that May 12th we should know how many vouchers are allocated to us and in what way to use them and actually administer them. As you can see, the eligibility criteria is pretty broad, and so we think that if given the chance, general waitlist applicants and eligibility preference aligns well with what these statutes actually qualify. We currently have about a little over 1200 applicants from the waitlist that opened in 2017, and so we're hoping to be able to prioritize those applicants if given the opportunity. Again, as Lisa mentioned, these vouchers are pretty much one-time use, with some caveats. But, because they are one-time use, at this time we don't think that they're viable for project basing. Again, we don't have much information at this time to concretely inform you on how we're going to use the vouchers other than the information that's provided in the legislation. We expect to know the number of vouchers we're allocated by May 12th, 2021, which is 60 days-notice. I mentioned earlier, and in the meantime, though we have been involved in discussions regarding the vouchers and we have provided recommendations on what we think is appropriate. We've relayed, in different platforms,

how we prefer the vouchers to be used. We've also been engaged locally in some discussions with the City to find out from them what their preferences would be for our use of the vouchers. Again, as you can imagine, the project based voucher option came up and we were able to relay that. That may not necessarily be a viable option at this time. So, that concludes our update.

Commissioner Purcell: Alice, is an anticipated that there are another set of vouchers which could be made project based coming out of the current Congress by which we could use these as transitional vouchers for our nonprofit partners who do have project based vouchers in buildings where we can make that work on that assumption? I acknowledge the risk that there will be future project based vouchers coming forward.

Ms. Kimbowa: By that, I presume that you're mentioning about the budget? Again, I cannot speak to what the eventual guidance will be about the vouchers, in whether the project the project based option would be viable. But I can imagine that there will be future discussions on how to utilize them.

Ms. Lazaga: Paul, the industry has definitely been asking about project basing (this isn't directly answer your question about future vouchers), but folks have been thinking about could these be an onramp to project basing and asking HUD to think about that. One of the biggest challenges right now is that fact that you can't reissue them. But, the other issue is that they're actually time limited. They're only funded through 2030, and how that, for a lot of folks, how that could affect if it's being used for new project funding. So, we've asked a lot of questions of HUD and are looking forward to their guidance that they'll hopefully put out in May, because a lot of folks across the country are given the population that they want to focus on are really interested in that question, as well.

Commissioner Purcell: Exactly, not having the ability to project base vouchers for homeless people that it's not like within 18 months they're going to have everything together.

Ms. Wolters: The other thing, Commissioner Purcell, is a number of mayors submitted letters about the infrastructure bill and they are making the point about project based vouchers in there, so it's expected it will be discussed again, an infrastructure bill specifically around project basing.

Mr. Lofton: Commissioner Purcell, I think that some of the conversations that are going on in the budget discussions that Congress has some proposals of increasing the number of vouchers nationwide, up to a 200,000. I believe while those are not specifically

project based to the extent that we receive additional vouchers with our MTW authority, we have the ability to use some of them at least for project basing. So, the good news around that is that this is the first time since I've been at the Housing Authority that there's been discussions at the congressional level of additional vouchers. So, we're hopeful that this will have a good ending, but it's still early in, but the good sign is that this administration recognizes the need for additional vouchers.

### COVID-19 Update

Deputy Director Anne Fiske Zuniga, in conjunction with Finance & Asset Management Director Jared Cummer updated the Board on the latest information regarding COVID-19.

Ms. Fiske Zuniga: As you'll remember from the Board Work Plan document, we're trying to bring you regular updates on how things are going with COVID-19. Now we are making progress. So, what I want to cover with you is what work is being resumed, how we're supporting residents, and how we're supporting staff. Jared Cummer will be popping into this presentation to focus on the capital program piece, so when we get to that portion of the presentation, I'll turn it over to Jared.

There is a lot of work actually resuming in Housing Operations in Low Income Public Housing (LIPH) and Seattle Senior Housing Program (SSHP) we have routine work orders resuming the week of the 5th. As the Governor, there was where first doses have been given, so that's what the goal was to begin on the 5<sup>th</sup>. Hope VI and Yesler routine work orders are also resuming mid this month and leasing is now underway in all portfolios. And, of course we're following public health guidance on social distancing. So initially there was a lot of restrictions on leasing. Initially, we pulled it way back and then very slowly started leasing in those properties where there could be like no corridor travel and where there was a door to the outside. Now we're at all portfolios and having leasing with appropriate distancing. Unit inspections are slated to begin next week, and that's where second doses have been given. So, again following public health guidelines, the following vaccinations, as the Governor, of when we want staff to be in units and doing inspections and annual reviews are underway following the streamlined approach. Property management offices have a staff presence only, so there's not meetings happening property management offices. Those spaces are generally pretty small, and so there's been

an interest on the part of residents to see more presence of property management staff and so that's a big plus, having staff in those spaces.

On the Housing Choice Voucher side of the house, inspections are slated to begin the week of May 3rd and focusing first on MOD rehab units, and then two units that have had the longest inspection gaps. So we know that some units that COVID-19 hit right when a unit was supposed to be inspected and we halted inspections, and so it's been a significant duration of time and were concerned about that. So, we're looking forward to getting back in those units first. Specifically, like Housing Operations, HCV is beginning annual reviews again, also under the streamlined approach and the Housing Service Center, which is on the 1<sup>st</sup> floor of our Central Office building. As you know, that's a kind of a hub for residents to come in, clients to come in, sometime having meetings about their vouchers, talking with staff and housing up, sometimes paying rent. So, planning is underway now to reopen that Housing Service Center, but with a different approach where it's appointment based, and You can then meter how many people are in the lobby at any given time and also make it more efficient both for residents who frequently spend a lot of time just waiting around in the service center lobby. So, that appointment based approach is going to be how we start up the Housing Service Center when it starts up again. Jared, you want to walk the Board through what's newly happening?

Mr. Cummer: Sure, thanks Anne. So, back in May, we developed a policy for managing the capital program that aligns with the Governor's reopening plan. So we aligned the four phases of the Governor's plan phase one through four with risk levels of low, medium, and high. This involves evaluating the resident population in the building, so whether they're seniors, or they are other high risk populations, and also the nature of the work. Low risk projects are things like exterior work, and interior work in common areas that are closed like community rooms, etc. For medium risk projects, those tend to be interior, common area work that are located in open areas. Some elevator work in buildings with two elevators, but nothing in units. And, then phase three was resuming high risk projects, which would be elevator work on single elevator buildings in SSHP, as well as building envelopes and unit entry requirements. However, in April, the Governor made adjustments to his phased reopening plan. Also, coupled with the great work that Housing Operations have done to bring vaccination clinics through our buildings, we brought forward some changes to the capital policy to reflect both of these things. The first was we adjusted the definition of medium risk projects, which will now include all interior

work in common spaces, as we feel that can be done safely and socially distanced. In addition, we will be resuming some work under medium risk category that requires limited unit entry. This is largely just window replacements that has to occur for a day or less and it is being managed in a way that limits the amount of unit entry required. In addition, the projects that this is being focused on also kind of mirrors what they're doing with work orders and routine work orders in Housing Operations in that we're evaluating whether the building has hosted a vaccination clinic and whether it was one, or two doses. However, still high risk, which we will wait until phase four occurs. We enter phase four of the Governor's reopening plan, this would be work in units that have families or require relocation of residents given school schedules and the intermediate return of students to schools during sometimes and not others is very difficult for families to manage, not only their children and their work and balancing all of that, but having people work in their unit at the same time we felt was just too much, so that would be on pause. In addition, we will continue to pause the elevator upgrades in SSHP buildings. The main reason for this is those elevators are single elevators and when we do those renovations, Housing Operations has a significant level of interaction with residents to help support them while the renovation is going on because for many of our residents, what it means is that they may be bound to their home for three to five weeks, depending how long the upgrade takes. And, it's difficult for them to be mobile up and down the stairs, so they rely on our Operations staff to help them out for deliveries, and tasks of that nature. So we're going to continue to monitor as we did remain in phase three, when the governor reviewed all the metrics that he's put in place last week, but will continue to watch that and plan. But, we are starting to move forward with things that were put on hold in the medium risk category right now, which is a good sign, but still being cautious.

Ms. Fiske Zuniga: So we wanted to share with you how we're supporting residents. You've heard about the vaccine clinics that Housing Ops has been performing and it's been amazing work. These numbers are as of the Friday before last: 2116 residents in 58 buildings vaccinated. You can see the numbers there of how many had their second dose: 1122 have received their second dose. Resident services are still being performed remotely, so, for instance with contracts we have with service providers, lot of times as service providers are connecting with residents remotely in order to help solve whatever issue is going on, just adhering to the social distance guidance from Public Health. The Community Pantry effort is still underway; this consists of sundry items and some food.

But, this is outreach that Community Builders are doing, or Property Managers understand that there's something going on with the resident, Community Pantry can deliver items to residents who are in need. Rent relief program was mentioned a bit at the last meeting; SHA enrolled as a large landlord on April 6th and resident screening and enrollment begins on the May 7<sup>th</sup>. So, that is an effort to basically cover the rent owed by residents in our housing. Wellness calls were completed earlier in the pandemic and we are moving forward with email surveys as an approach to gauge how residents are doing and will then pivot based on what we hear from residents. Some of the food delivery and Community Pantry came up as a result of hearing from residents during Wellness calls about what was a challenge for them. So, we'll be prepared to use that information that comes from an email survey and then community rooms and computer labs are still closed following public health guidance. This is a hard one because community members in a building miss each other and the socializing piece, and as people get vaccinated, I think we're going to be feeling more pressure to the opening those rooms. We want to make sure that when we do, it's as safe for everybody as possible. That's a piece that we hear from residents on but still following public health guidance on social distancing, which is really hard to monitor if you don't have staff basically in the Community room watching what's going on so. And last, but certainly not least, staff have been working, just yeoman's duty since the beginning of all this we did at the beginning of 2021 acknowledge that nothing was going to be easier for staff. And then this year, compared to last year, and so recognizing the continued challenges that staff are going to be facing, there was a two-tiered level of payment for staff based on their direct interaction with residents or in-unit work, and so folks who do direct resident contact and in-unit work were recipients of \$1500 payments at the beginning of the year. And staff who are really important, but not necessarily with that face to face resident club and in-unit work received \$500 payments to support them. We recently made the decision in an effort to encourage people to become vaccinated. We don't have it as mandatory at SHA, but to encourage vaccination, we announced to all staff that they could go get vaccinated on work time and that was within the past week, or so. So staff know that and we're actually in the process of staff working with Walgreens to potentially set up a staff vaccination site, so that would be a wonderful thing for those staff that are seeking vaccination. And last but not least, you know there was not a repeat of the COVID aid bill from the new administration of this of COVID leave, and so we created our own program that front loaded onto everybody's leave balances 80 hours of leave that's paid at

2/3 of their salary for quarantining, if need be caring for a family member, illness due to vaccination, and any kind of schooling or child related issues. And a significant piece of this is that staff can use this time right away instead of having to burn through all of their annual leave or sick leave before they access this. So that is something that I think staff are going to really appreciate. This was tied up in a bow mid-last week, so staff will be hearing about that in detail this week.

A brief break was taken to acknowledge Mr. Lofton's tenure and wish him best of luck on his retirement. The Board then convened the Annual Meeting portion of the session.

### **SHA Annual Meeting**

Commissioner presented the election of officers' portion of this meeting and explained that Commissioner Houston requested to resign from her position as Vice-chair. Commissioner Crutchfield moved to have Commissioner Purcell be reelected as Board Chair, and that Commissioner Smiley be new elected at Board Vice-chair; Commissioner Thiele seconded the motion. Hearing no further discussion, Commissioner Purcell called for a vote. The election of officers were voted unanimously among the members of the Board present at the time (5 yes; 0 no).

Mr. Purcell then asked for any questions, or comments from the Board. Hearing none, it was moved by Commissioner Smiley and seconded by Commissioner Crutchfield that the April 19, 2021 Regular /Annual Session of the Board be adjourned at 6:33 p.m.

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Secretary-Treasurer