

MINUTES OF THE REGULAR ANNUAL MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF SEATTLE  
MAY 20, 2024

The Commissioners of the Housing Authority of the City of Seattle (“Seattle Housing Authority” or “SHA”) met in Regular Annual Session on May 20, 2024, at the SHA Central Office, as well as via teleconference. Board Chair Paul Purcell called the meeting to order at 5:05 p.m. and reminded the Board that this Annual Meeting was postponed to the May 20, 2024, meeting. Kimberly Garrett then performed a roll call for Board Commissioners currently in attendance. Commissioners present and absent were as follows:

Present: Paul Purcell, Chair  
Gerald Smiley, Vice-chair  
Sally Clark  
Robert Crutchfield  
Dr. Paula Houston  
Rita Howard

Absent: Twyla Minor

Public Comment

Mary Edenshaw, Golden Sunset Apartments

Consent Agenda

Commissioner Purcell presented the Consent Agenda, which included approval of minutes for the Regular Board Meeting of April 15, 2024; approval of minutes for the Regular Board Briefing of May 13, 2024; and approval of the Expenditure Certification Reports (Authorization to Pay Outstanding Obligations of Salaries and Claims for the Period of April 1 to April 30, 2024.)

Commissioner Howard moved to approve the Consent Agenda and the motion was then seconded by Commissioner Clark. Hearing no further comments, the Consent Agenda was approved by the majority of the members of the Board present at that time (5 yes; 0 no; 0 abstentions).

Mr. Brandon made mention and gave recognition of Ms. Garrett’s ten-year anniversary with SHA and thanked her for her service to SHA and the Board.

## Regular Agenda

### Resident Budget Survey Results

Executive Director Rod Brandon introduced CFO Jared Cummer and Budget Analyst Nisha Riley to present the results and highlights of the resident budget survey to the Board.

The intent of the survey is to provide tenant feedback to departments to better inform their budget requests and to identify agency, financial direction, and priorities from a tenant perspective. The survey is sent out with the goal of garnering as much input as possible from all of SHA's constituents. By sending the survey out earlier this year, SHA was able to receive feedback in time to send it out to the departments to help better inform their funding requests. The survey, which was open for one month, was sent out via The Voice newsletter, access to a link on the SHA website and postcards were sent out specifically Housing Choice Voucher holders to increase their response rates. The survey was open for one month, formally, but we did allow for responses after close until staff were ready to do data analysis, but very few people responded after the initial close date of March 22, 2024.

There were 556 people engaged with the survey, with the majority of the respondents consisting of SHA residents (42%) as opposed to voucher holders (37%) and SHA resident voucher holders (8%). There was an 'Other' group (13%) which consisted of staff, or external partners to SHA. In some cases, all questions were not completed on the survey. A majority of responders were White/Caucasians (55%), 62 years or older (42%). The gender breakout of those who responded to the demographics and gender category was 62% women, 31% men, 2% non-binary and 5% on the preferred denominator. Approximately 20% of the responders identified as refugees or immigrants. There was a 7% split between Asian or Pacific Islander, Hawaiian, Native American, or Alaskan native and 6% of responders identified as Hispanic or Latino.

The survey consisted of eight core questions on voucher holders experience and supports, twelve core questions on on resident experience, SHA building/capital improvements, and resident services, with all twenty questions targeted to resident voucher holders and others taking the survey. Survey response highlights included, in order; tenant safety (residents & voucher holders), improvements to SHA buildings/communities (residents, only), resident services (residents, only) and voucher holder supports (voucher holders, only). Information was further garnered with breakout selections from the highlighted responses, giving people a chance to further clarify their responses. Next steps after survey completing included sending the survey

results to departments to inform funding requests, with the Budget Office exploring how to communicate results to responders.

#### Annual Commissioner Elections

Commissioner Purcell made a motion for Commissioner Clark to be appointed the new Board Chair and for Commissioner Crutchfield to be appointed the new Vice-chair. Commissioner Howard seconded the motion. Hearing no further comments, both Commissioner appointments were approved by the majority of the members of the Board present at that time (6 yes; 0 no; 0 abstentions). After remarks from the appointees, Commissioner Purcell was thanked for his service as Board Chair. It was also announced that Commissioner Smiley would be resigning from his Board position and kudos were given to him for his outstanding service and leadership to the Board, as well as SHA as a whole. Commissioner Smiley then gave remarks; he will remain in position until filled.

#### Executive Director Report

Mr. Brandon welcomed the new Executive team to the Board and thanked both Commissioners Purcell and Smiley for their service in those past roles. After further discussion, he encouraged the Board to peruse the monthly departmental reports for news and activities currently taking place at SHA.

**The May 20 Board Meeting was tabled to enter Executive Session at 6:11 p.m. to last until 6:30 p.m. for continued discussion of the Executive Director Accountability Agreement.**

The Commissioners returned back to the Board Meeting from the Executive Session, and, after further discussion, it was then moved by Commissioner Purcell and seconded by Commissioner Howard that the May 20, 2024, Regular Annual Session of the Board be adjourned. The meeting was adjourned by unanimous decision at 6:37 p.m.

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Secretary-Treasurer