

MINUTES OF THE REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF SEATTLE
JULY 20, 2020

The Commissioners of the Housing Authority of the City of Seattle (“Seattle Housing Authority” or “SHA”) met in Regular Session on July 20, 2020, via teleconference. Board Chair Paul Purcell called the meeting to order at 5:00 p.m. Kimberly Garrett performed a roll call for Board Commissioners in attendance. Commissioners present and absent were as follows:

Present: Paul Purcell, Chair
Michael Diaz
Robert Crutchfield
Twyla Minor
Debbie Thiele
Dr. Paula Houston, Vice-chair
Gerald Smiley

Public Comment

None

Consent Agenda

Before presenting the Consent Agenda, Commissioner Purcell notified those present of the addition of two resolutions requiring Board action that were not previously published prior to this meeting: Resolution No. 5193 and Resolution No. 5194. They would be presented during the new business portion of the meeting

He then presented the Consent Agenda, which included approval of minutes for the Regular Board Meeting of May 18, 2020; approval of the Regular Board Briefing of July 13, 2020; and, approval of the Expenditure Certification Report (Authorization to Pay Outstanding Obligations of Salaries and Claims for the Period of May 1 to May 31, 2020, as well as for the Period of June 1 to June 30, 2020). Commissioner Purcell asked CFO Shelly Yapp if the difference between the May 2020 Expenditure Report and the June 2020 Expenditure Report payment for fees was due to the closing of bonds in June. Ms. Yapp concurred that it was.

Commissioner Diaz 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).

Regular Agenda

Resolution No. 5191 - Teamsters 117 2020-2022 Collective Bargaining Agreement

Commissioner Crutchfield moved for consideration of Resolution No. 5191; Commissioner Minor seconded the motion. SHA Human Resources Director Marc Nilsen and Labor Relations Negotiator Amy Heller presented Resolution No. 5191 to the Board and recommended adoption of the resolution.

Resolution No. 5191 authorizes approval of the 2020-2022 Collective Bargaining Agreement between Teamsters 117 and Seattle Housing Authority. This three-year contract contains: amended contract language to comply with the Supreme Court ruling in the Janus v AFSCME case, indemnity language for dues deduction errors, a change to the temporary employee timeframe (from 4 mo. to 6 mo.), a change in the eligibility for holiday pay, and **additional changes to sick leave rules to comply with Washington's new paid sick leave law**, which took effect January 1, 2018. Employees will receive a 2% wage adjustment for 2020 (retroactive) and a base wage increase for 2021 and 2022, equal to the CPI-W, with a minimum wage increase of 1.5% and a maximum of 3.75%.

Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5191 was approved unanimously among the members of the Board present at the time (7 yes; 0 no).

Resolution No. 5192 - HCV Administrative Plan Changes

Commissioner Smiley moved for consideration of Resolution No. 5192; Commissioner Diaz seconded the motion. Rental Assistance Programs Director Alice Kimbowa presented Resolution No. 5192 to the Board and recommended adoption of the resolution.

Resolution No. 5192 authorizes SHA to adopt eight COVID-19 waivers not covered in SHA's MTW Plan, required and published by HUD in the [PIH Notice 2020-05](#), which will be appended to the SHA HCV Administrative Plan as the COVID-19 Response Policy. These waivers are as follows:

- HCV Administrative Plan Approval – PHAs can revise Admin Plans without board approval. PHAs should work with boards to approve changes between June 30, 2020 and July 31, 2020.
- HCV EIV System Monitoring – Waives the requirement to monitor EIV discrepancy reports.
- HCV PHA Oral Briefing - Waives the requirement for staff to orally brief families new to HCV or PBV, allows briefings by other means, e.g., video call, expanded information packet, etc.
- HCV PHA Approval of Assisted Tenancy - Allows HAP contract to be executed 120 days after lease term begins vs. 60 days.
- HCV Absence from unit - Allows for PHA discretion on absences from units longer than 180 days
- HCV Family Unification Program Eligibility - Allows PHAs to increase eligibility age to 25 years at initial lease up.
- HQS Self Certification for Newly Rehabilitated PBV Units - Allows PHAs to accept owner self-certification of HQS. HCV is required to conduct an HQS inspection on the unit as soon as reasonably possible, but no later than October 31, 2020.
- HQS Space and Security - Waives the requirement that each dwelling unit have at least 1 bedroom or living/sleeping room for each 2 persons. Enables families to add a household member(s) during COVID-19 even if it causes unit to not meet space requirements. This waiver does not apply to new, or initial leases.

Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5192 was approved unanimously among the members of the Board present at the time (7 yes; 0 no).

NOTE: Following the presentation of Resolution No. 5192, Commissioner Diaz requested his departure from the meeting, as he did not want to get into a contentious argument that serves no purpose. Regarding the following resolutions requiring Board action, he stated that he could not vote for either resolution, as he found them to be at odds with each other. Mr. Diaz then exited the meeting.

Resolution No. 5193 *new* - Race & Social Justice

Commissioner Purcell presented Resolution No. 5193 to the Board, stating that genesis of this resolution came about from a troubling discussion at the July 13 that potentially called into question the commitment of the SHA Board of Commissioners towards the advancement of the Race and Social Justice Initiative. Commissioner Thiele created this resolution that outlines the criteria that SHA is committed to meeting towards the Initiative. She then presented Resolution No. 5193 to the Board and recommended adoption of such.

Resolution No. 5193 is in relation to race and social justice, denouncing racism and social injustice, committing the Seattle Housing Authority to an active role in eliminating racism in all its forms in Housing Authority administration and operations and dedicating the Housing Authority to social justice in all its activities.

This resolution is a Commissioner-driven resolution, which denounces racism and commits the Board specifically to taking an active role in the SHA Race and Social Justice Initiative. It also acknowledges the history and current expressions of racism in the repose of economic and housing inequality in the city of Seattle, especially for Black citizens. It speaks to SHA's Mission and already established RSJI, and acknowledges the alignment of the Board and Executive leadership denouncing all forms of racism (individual, systemic and institutional).

We commit to being partners in identifying and implementing solutions to systemic racism together to identify policy updates and/or additional policies to end racial inequity and injustices within our housing agency.

Commissioner Thiele moved for approval of Resolution No. 5193, and Commissioner Crutchfield seconded the motion. He then commented that it is an excellent resolution, and an important statement for this Board to make.

Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5193 was approved unanimously among the members of the Board present at the time (6 yes; 0 no).

Resolution No. 5194 - Honoring Rep. John Lewis

Commissioner Crutchfield moved for consideration of Resolution No. 5194; Commissioner Houston seconded the motion. Executive Director Andrew Lofton presented Resolution No. 5194 to the Board and recommended adoption of the resolution. Mr. Lofton felt **that it was necessary to acknowledge Rep. Lewis' passing with a gesture to honor** for his many contributions and accomplishments toward the fight for civil rights in this country.

Resolution No. 5194 is in relation to Representative John Lewis, acknowledging his contributions to the civil rights movement in the United States and his accomplishments on behalf of the poor and disenfranchised. It is an expression of appreciation for his courageous lifelong commitment to civil and human rights.

Rep. Lewis passed away on July 17, 2020, leaving a legacy as a central figure who made notable and remarkable contributions in the civil rights movement to end legalized racial segregation, **going back to the late 1950's and early 1960's. He made huge** contributions as an elected representative in the United States Congress as well. We express a profound appreciation for his lifelong dedication to justice and equality for all.

Commissioner Crutchfield commented that it is very appropriate that the Board pass this resolution given the centrality of housing and equal opportunity in housing being so much a part of the civil rights movement and so much we still need to accomplish. This is extremely timely and important, and a very good statement.

Hearing no further discussion, Commissioner Purcell called for a vote. Resolution No. 5194 was approved unanimously among the members of the Board present at the time (6 yes; 0 no).

Yesler Relocation Completion

Housing Operation Director Rod Brandon and Relocation Coordinator Sven Kohler updated the Board of the relocation efforts for Yesler Terrace residents and the culmination of this project.

As part of the Yesler Terrace redevelopment, Seattle Housing Authority (SHA) worked with 1,200 residents in 493 households to relocate during the redevelopment. Relocation was done in five phases, beginning in July 2012. Each household was offered relocation assistance and relocation options (established with resident input). SHA ensured that three key elements drove relocation strategies:

1. Sustain the integrity of the community during relocation
2. Reduce displacement and its impacts on vulnerable populations
3. **Support residents' agency in their relocation choices**

SHA recently completed all relocation efforts in April 2020. All 493 households relocated successfully, on schedule and with high levels of satisfaction in the process. A majority of the households chose to remain in the community and are living in Yesler replacement housing.

Job Losses: Projected Impacts on SHA Rents & HAPs

CFO Shelly Yapp presented to the Board the job loss projected impacts on rents and HAP in four sections:

1. Interim Decrease Certifications resulting from Job Losses or Reduced Work Hours– January Thru May 2020
2. COVID-19 Estimated Impact on Rental Income in Relation to the 2020 Adopted Budget.
3. COVID-19 Estimated Impact on SHA Housing Assistance Payments (HAPs) in Relation to the adopted Budget.
4. Total Project Job Loss Impacts on Reduced Rental Income and Increased HAP Payments

COVID19 Job Loss Impact
2020 Projected Year End Rental Income Comparisons with Budget

Portfolio	2020 Actual Estimate	2020 Actual Estimate	2020 Budget	Scenario 1	Scenario 2
	Scenario 1**	Scenario 2***		Loss	Loss
LIPH North	4,852,091	4,739,026	5,220,868	-7.1%	-9.2%
LIPH South	4,420,718	4,348,298	4,344,776	1.7%	0.1%
Scattered Sites	3,062,121	2,947,348	3,787,975	-19.2%	-22.2%
SSHP	4,839,246	4,819,619	4,761,411	1.6%	1.2%
Special/Local	1,433,261	1,357,655	1,509,371	-5.0%	-10.1%
Yesler Rdvlpmt	1,282,480	1,249,889	1,462,520	-12.3%	-14.5%
HOPE VI	8,393,373	8,099,048	9,386,685	-10.6%	-13.7%
Grand Total	28,283,289	27,560,883	30,473,605	-7.2%	-9.6%

* Dwelling rental income represents resident portion payments. Properties with HCV vouchers and properties managed by Outside Management companies are excluded.

** Scenario 1 is the total of YTD actuals with Jul-Sept estimates

***Scenario 2 is YTD June actuals + Jul-Sept est. decrease of 7.2% + added decrease of 2.4% in Oct-Dec.

2020 MTW HAPs Forecast & COVID Scenarios vs. Adopted Budget
 Jan-May Actuals + June-Dec Projections

	2020 Actuals (Jan-May)	2020 Projected (June-Dec)	2020 Total	COVID HAPs cost included in Total
2020 Adopted Budget	\$47.3	\$66.2	\$113.4	\$0.0
Feb 2020 forecast*; pre-COVID (modified with Jan-May actuals)	\$45.6	\$64.7	\$110.3	\$0.0
June 2020 forecast; includes COVID average HAPs +\$43	\$45.6	\$67.3	\$112.9	\$2.9
Mild ongoing COVID scenario; average HAPs +\$25 (2.6%) by Aug	\$45.6	\$68.5	\$114.1	\$4.1
Worse ongoing COVID scenario; average HAPs +\$50 (5.3%) by Oct	\$45.6	\$69.3	\$114.9	\$4.9

COVID Job Loss Impacts	SHA Communities' Est. Rent Loss	HAPs Expense Increase	TOTAL EST. 2020 JOB LOSS FINANCIAL IMPACTS
Scenario #1	\$2.2 million	\$2.9 million	\$5.1 million
Scenario #2	\$2.9 million	\$4.1 million	\$7.0 million
Scenario #2/#3	\$2.9 million	\$4.9 million	\$7.8 million

SHA Executive Director Report

Executive Director Andrew Lofton updated the Board regarding upcoming retreat planning with the Board and the Cabinet, with hopes to do so sometime in September 2020. Dates are being scheduled for this retreat, so be sure to be mindful of appointments arriving to calendars soon.

Commissioner Purcell then asked if there were any further questions or comments from staff, or from his colleagues on the Board. Hearing none, the July 20, 2020 Regular Session of the Board was adjourned at 6:42 p.m.

Secretary-Treasurer