

MINUTES

Homes for Good Housing Agency

BOARD OF COMMISSIONERS



Wednesday, July 24th, 2024, at 1:30 p.m.

Homes for Good conducted the July 24th, 2024, meeting in person at the Homes for Good administrative building and via a public video call with dial-in capacity. The public was able to join the call, give public comments, and listen to the call.

CALL TO ORDER

Board Members Present:

Heather Buch

Michelle Thurston

Pat Farr

Kirk Strohman

Chloe Chapman

Larissa Ennis

Destinee Thompson

Board Members Absent:

Joel Iboa

Justin Sandoval

Quorum Met

1. PUBLIC COMMENT

[Section 8 Voucher Holder]

A recent recipient of a Housing Choice Voucher began the process of having Homes for Good inspect her current residence, that she's lived in for quite some time.

The unit passed the inspection, but the owner of the property is not eligible to rent to Section 8 voucher holders as they have been barred by HUD and the Homes for Good's Housing Choice Voucher Program.

Would like to have the property owner removed from this list so as to continue living in her residence while utilizing her Housing Choice Voucher.

2. COMMISSIONERS' RESPONSE TO PUBLIC COMMENTS AND/OR OTHER ISSUES AND REMONSTRANCE

None

3. ADJUSTMENTS TO THE AGENDA

Due to technical difficulties in the Homes for Good conference room portions of the meeting were inaccessible to attendees via Zoom. During this time the following items were discussed:

- Public Comment
- Verbal Executive Director Report
- Quarterly Excellence Awards
- Portions of Agency audit

Some board members were in attendance virtually. Therefore, they were unable to provide a vote for all agenda items. They will be indicated as "present" in the overall attendance roster but will be marked as "abstained" for the vote tabulations.

The Strategic Equity Plan Year II Review agenda item has been moved to the August Board meeting agenda.

4. COMMISSIONERS' BUSINESS

None

5. EMERGENCY BUSINESS

None

6. EXECUTIVE SESSION

None

7. ADMINISTRATION

A. Executive Director Report

Jacob Fox discussed the finalized funding and closing of the deal for Ollie Court. Lenders were flexible and understanding during the proformas review

Predevelopment expenses have been received and the intention is to return these funds to the RAD Proceeds account and replenish the balance. The RAD account will be used solely for Real Estate Development payroll as needed.

Jacob will be meeting with Eugene Chamber of Commerce members that have been involved in the Building Home Action Team. They will be reviewing plans for community engagement as a result of the work. This plan will be brought back to the board in the fall for updates.

Discussion Themes

- Upcoming events for Bridges on Broadway and Ollie Court

B. Quarterly Excellence Awards

Rent Assistance Manager, **Natalie Dybens** presented the Quarterly Excellence Award to Office Assistant **Amanda Brockman**

Property Manager, **Travis Baker** presented the Quarterly Excellence Award to Assistant Property Manager, **Brenda Matthews**

Discussion Themes

None

8. CONSENT AGENDA

A. Approval of 06/26/2024 Meeting Minutes

Vote Tabulations

Motion: **Pat Farr**

Second: **Larissa Ennis**

Discussion: Review to ensure that the appropriate names are included in the vote tabulations for the June minutes.

Ayes: **Michelle Thurston, Justin Sandoval, Kirk Strohman, Chloe Chapman, Larissa Ennis, Pat Farr, Destinee Thompson**

Abstain: **Heather Buch**

Excused: **Joel Iboa, Justin Sandoval**

The [06/26/2024] Consent Agenda was approved [6/1/2]

9. **PRESENTATION: Berman Hopkins Agency Audit Exit Review**

Berman Hopkins, Laura Anne Pray Presenting

Overview

[see presentation titled: Berman Hopkins FY23 Audit Presentation]

Discussion Themes

- Adjustments to audited vs. unaudited
- Confidence in the statement of cashflow
- Findings as a result of the audit

No action needed.

10. ORDER 24-24-07-01H: In the Matter of Approving the Audit Plan of Action for Oregon Secretary of State Audits Division

Rent Assistance Director, Beth Ochs & Finance Director, Eileen Lahey Presenting

Overview

During the FY23, completed by Berman Hopkins CPA & Associates, LLP, adjustments were needed to properly report the Agency's financial statements. The adjustments were made to the:

- General ledger
- Unaudited data

These adjustments resulted in the Significant Deficiency in Internal Control finding. This is partly due to not implementing a financial month end close, not following standard operating procedures as it pertains to program participant filing and tracking, and not tracking the completion of HQS inspections.

As a result, a corrective action plan with a detailed response timeline has been drafted and sent to the Oregon Secretary of State Audits Division.

Discussion Themes

- Comfortability with proposed timeline
- Direct correlation between the Strategic Equity Plan and the Agency financial well-being
- Modifications to the timeline

Vote Tabulations

Motion: **Chloe Chapman**

Second: **Kirk Strohman**

Discussion: *None*

Ayes: **Michelle Thurston, Kirk Strohman, Chloe Chapman, Larissa Ennis, Destinee Thompson**

Abstain: **Heather Buch, Pat Farr**

Excused: **Justin Sandoval, Joel Iboa**

ORDER 24-24-07-01H was approved [5/2/2]

11. PRESENTATION: Homes for Good Fiscal Year 2025 Budget Overview

Deputy Director, Ela Kubok Presenting

Overview

[see presentation titled: Budget Timeline Overview]

Discussion Themes

- Calendar invitations for budget office hours
- Plan for Finance Committee meeting

No action needed.

12. ORDER 24-24-07-02H: In the Matter of Approving the 2024-2028 Capital Fund Program Five-Year Action Plan

Contract Administrator, Jared Young Presenting

Overview

Homes for Good receives Capital Fund money on an annual basis for Public Housing properties. These funds are allocated based on need and an agreed upon timeline based on prioritized renovations. Once the plan is created and approved, it is submitted to HUD for the final review. Some of the projects include:

- Increased security measures
- Community room remodels
- Kitchen upgrades
- New windows
- Interior/exterior painting

Discussion Themes

- Reviewed by RAD

Vote Tabulations

Motion: **Kirk Strohman**

Second: **Larissa Ennis**

Discussion: *None*

Ayes: **Heather Buch, Michelle Thurston, Kirk Strohman, Chloe Chapman, Larissa Ennis, Joel Iboa, Pat Farr, Destinee Thompson**

Abstain: *None*

Absent: **Joel Iboa, Justin Sandoval**

ORDER 24-24-07-02H was approved [7/0/2]

13. PRESENTATION: Homes for Good Hate & Bias Policy

Human Resources Director, Bailey McEuen Presenting

Overview

[see presentations titled: Hate & Bias Quick Reference Guide + Hate & Bias Toolkit Workbook]

Discussion Themes

- Easy to read and useful
- Cross-divisional collaboration to sort out nuances of reporting

No action needed.

14. PRESENTATION: Strategic Equity Plan Year II Review

Homes for Good Leadership Team Presenting

This item has been moved to the August Board meeting agenda.

15. OTHER BUSINESS

None

Meeting adjourned at 3:46 p.m.

Minutes Taken By: Jasmine Leary Mixon