Minutes of the Special Meeting
of the Board of Commissioners of the
Housing Authority of the City of Everett

December 28, 2023

Meeting Called to Order

The Special Meeting of the Board of Commissioners of the Housing Authority of the City of Everett was called to order by Chair Koren Smith at 8:01 a.m. on Thursday, December 28, 2023. This meeting was held as a hybrid meeting, with participants attending in person at the Colby Administrative office at 3107 Colby Avenue in Everett and via Zoom videoconference.

Commissioners Present at Roll Call:

Chair Koren Smith	Commissioner George Perez, Jr
Vice-Chair Cynthia Andrews	Commissioner John Traynor
Commissioner Chip Burgess	Commissioner Paul Manselle

Commissioners Absent:
None

Also in attendance were:
EHA Legal Counsel Stephen DiJulio
Members of EHA Senior Staff
Network Administrator Roger Cook

Executive Session

At 8:02 a.m., Chair Smith announced the Board would convene in executive session [with legal counsel DiJulio] to discuss potential litigation, pursuant to RCW 42.30.110(1)(i); evaluate complaints or charges brought against a public officer or employee, pursuant to RCW 42.23.110(1)(f); and review the performance of a public employee, pursuant to RCW 42.30.110(1)(g). She stated the Board would reconvene in public session at 8:57 a.m.

Reconvene Regular Session

At 8:58 a.m. the Board reconvened in public session, having taken no action in executive session. Chair Smith polled the Commissioners on their availability to continue the special meeting, pursuant to RCW 42.30.100, and all present agreed upon noon the following day. Network Administrator Cook noted the staff member who manages Zoom videoconferences was traveling, so there was a possibility the proposed meeting time might need to be adjusted, in the event Mr. Cook was unable to access the account to schedule the videoconference for the agreed upon date and time of the continued meeting.

Motion to Continue and Adjournment

Chair Smith called for a motion to continue the special meeting to noon, Friday, December 29, 2023, subject to the management and coordination of the logistics of the meeting, and if this was not possible, the Board Chair would coordinate another time for the meeting with Commissioners. Commissioner Traynor motioned as requested, Commissioner Burgess seconded, and the Board agreed unanimously to continue the meeting to the time and date stated.

There being no further business to discuss, Chair Smith called for a motion to adjourn. Commissioner Burgess motioned as requested, Commissioner Traynor seconded, and the meeting adjourned at 9:04 a.m.

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Chair, Board of Commissioners

ATTEST:

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Secretary