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

May 6, 2024

Meeting Called to Order

The Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Everett was called to order by Chair Koren Smith at 12:07 p.m. on Monday, May 6, 2024, once a quorum of Commissioners were present. 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	Vice-Chair Cynthia Andrews
Commissioner Paul Manselle	Commissioner John Traynor

Commissioners Absent:

Commissioner Chip Burgess
Commissioner George Perez

Also in attendance were:

Wendy Blain, Senior Director of Finance & Chief Financial Officer
Jason Morrow, Chief Real Estate Officer
Kristen Cane, Director of Asset Mgmt. & Housing Choice Vouchers
Janinna Attick, Director of Policy & Innovation
Heather Stults, Strategic Engagement Manager
Kimberly Wilson, Deputy Director of Finance
Jaysen Garcia, Executive Assistant/Communications Coordinator

Others:

Frank Hong, City of Everett
EHA Staff Represented by AFSCME

Public Comment

None

Communications

None

Executive Director's Report

Interim Executive Director Swenson provided the report. She shared that staff opened the office to the public for walk-ins one day per week on May 1st. There has not been a lot of traffic. Staff plans to continue this for the month of May and then expand the days as we move forward.

CFO Wendy Blain is working on the budget. This is different from budgets that Interim E.D. Swenson has been involved in previously because it is a fiscal year budget.

There has been a lot of activity around the Park District, with meetings between EHA staff and City staff and other stakeholders. Interim E.D. Swenson has also been meeting with various City officials. She and Board Chair Smith will be meeting with the Mayor later today (5/6/2024). She has also been in contact with consultant Michael Mirra for his insights related to this.

Approval of Minutes

Chair Smith called for a motion to approve the minutes from the Special Meeting on April 19, 2024. Commissioner Manselle moved to approve the minutes, Commissioner Traynor seconded, and the motion passed unanimously.

Consent Agenda

None

New Business

Chair Smith introduced an item of new business for Board discussion, the creation of a Board committee that would contemplate the creation of a Collective Benefits Agreement, which would create obligations for the Housing Authority with regard to union contractor participation in future construction contracts. Commissioner Traynor clarified that the agreement is referred to as a Community Benefits Agreement.

Interim E.D. Swenson and Commissioners discussed whether it made sense to assign this work to an existing Board committee, such as the Finance and Real Estate Committee, or to create a new ad-hoc committee to discuss this topic. Interim E.D. Swenson shared that she met the previous Friday with Sam Hem from the Sheetmetal Workers Union and they discussed the different kinds of agreements that may be executed, such as Project Labor Agreements and Community Workforce Benefit Agreements.

Commissioner Traynor stated that he supports creating a separate temporary committee to discuss the topic because there is a lot to consider from an administration standpoint as well as contractor and worker feedback, to consider the viability for the Housing Authority to enter into such an agreement, and assigning it to an existing committee may water that process down.

Director of Policy and Innovation Attick confirmed that to create a separate committee, the Board would have to pass a resolution that would create the committee and determine the duration of the committee, if indefinite.

Chair Smith asked that staff bring a resolution to the next Board meeting creating such a committee. She also noted that Vice Chair Andrews and Commissioner Traynor are very passionate about the topic and would likely want to participate in the committee, as well as

possibly Commissioner Burgess. Director Attick noted that the Chair will want to appoint Commissioners to the committee in the meeting when the resolution is adopted.

Adjournment

Chair Smith mentioned that the May 28th Board meeting will be canceled due to a lack of availability of Commissioners, so the next meeting will be Monday, June 3rd.

There being no further business to discuss, the Board unanimously agreed to adjourn the meeting at 12:29 p.m.

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Chair, Board of Commissioners

ATTEST:

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Secretary