HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
REGULAR BOARD OF DIRECTORS MEETING
1002 North School Street, Building A Boardroom
Honolulu, Hawaii 96817
May 19, 2016
9:00 a.m.

AGENDA

I. CALL TO ORDER/ESTABLISHING QUORUM

II. APPROVAL OF MINUTES

Regular Meeting Minutes, April 21, 2016
Executive Session Minutes, March 17, 2016 (not for public distribution)

III. PUBLIC TESTIMONY

Public testimony on any item relevant to this agenda shall be taken at this time. Pursuant to section 92-3, Hawaii Revised Statutes, and section 17-2000-18, Hawaii Administrative Rules, the Board may limit public testimony to three minutes per agenda item.

IV. FOR ACTION

A. **MOTION**: To (1) Repeal Chapter 181 of Title 15, Hawai‘i Administrative Rules (“HAR”), entitled “Resident Advisory Board”; (2) Adopt Proposed New Chapter 2032 of Title 17, HAR, entitled “Resident Advisory Board” which is substantially based on Chapter 15-181, HAR, and includes the proposed amendments to Chapter 15-181, HAR, previously adopted by the Hawaii Public Housing Authority’s (HPHA) Board of Directors on January 21, 2016, and sets forth the rules and requirements for HPHA’s Resident Advisory Board which is an advisory Board that offers recommendations on the HPHA’s Five Year and Annual Public Housing Agency Plan and nominations for the resident member to the HPHA’s Board of Directors; and (3) Authorize the Executive Director to Conduct Public Hearings and Undertake All Other Actions Necessary under Chapter 91, Hawai‘i Revised Statutes, and Administrative Directive No. 09-01 to Implement the Repeal and Adoption of New Rules, including Making Non-Substantive Revisions to Formatting as May be Required

B. **MOTION**: To (1) Repeal Chapter 195 of Title 15, Hawai‘i Administrative Rules (“HAR”), entitled “Section 8 Homeownership Option Program”; (2) Adopt Proposed New Chapter 2036 of Title 17, HAR, entitled “Section 8
Homeownership Option Program" which is substantially based on Chapter 15-195, HAR, and includes the proposed amendments to Chapter 15-195, HAR, previously adopted by the Hawaii Public Housing Authority’s (HPHA) Board of Directors on January 21, 2016, and sets forth the rules and requirements for HPHA’s Section 8 Homeownership Program which is a federally funded homeownership program which utilizes Section 8 voucher payments to cover mortgage payments; and (3) Authorize the Executive Director to Conduct Public Hearings and Undertake All Other Actions Necessary under Chapter 91, Hawai’i Revised Statutes, and Administrative Directive No. 09-01 to Implement the Repeal and Adoption of New Rules, including Making Non-Substantive Revisions to Formatting as May be Required.

C. **MOTION:** To (1) Repeal Chapter 193 of Title 15, Hawai’i Administrative Rules (“HAR”), entitled “State-Aided Family Public Housing Projects”; (2) Adopt Proposed New Chapter 2034 of Title 17, HAR, entitled “State-Aided Family Public Housing Projects” which is substantially based on Chapter 15-193, HAR, and includes the proposed amendments to Chapter 15-193, HAR, previously adopted by the HPHA Board of Directors on January 21, 2016, and sets forth the rules and requirements for HPHA’s State-Aided Family Public Housing Program which is a general occupancy rental housing program that offers rental housing to a qualified person or family; and (3) Authorize the Executive Director to Conduct Public Hearings and Undertake All Other Actions Necessary under Chapter 91, Hawai’i Revised Statutes, and Administrative Directive No. 09-01 to Implement the Repeal and Adoption of New Rules, including Making Non-Substantive Revisions to Formatting as May be Required.

**NOTE:** Proposed Repeal of Chapter 15-181, HAR, Chapter 15-195, HAR and Chapter 15-193, HAR and Adoption of New Chapter 17-2032, HAR, Chapter 17-2036, HAR and Chapter 17-2034, HAR being considered by the HPHA Board of Directors above may be viewed in person on or about May 20, 2016 at the HPHA’s Offices located as follows:

**HPHA’s Administrative Offices, 1002 N. School Street, Honolulu**
- Oahu: Puuwai Momi Office, 99-132 Kohomua Street, Aiea
- Oahu: Kalihi Valley Homes Office, 2250 Kalena Drive, Honolulu
- Oahu: Mayor Wright Homes Office, 521 N. Kukui Street, Honolulu
- Oahu: Kalakaua Homes Office, 1545 Kalakaua Avenue, Honolulu
- Oahu: Punchbowl Homes Office, 730 Captain Cook Avenue, Honolulu
- Oahu: Hale Poi Office, 1001 N. School Street, Honolulu
- Oahu: Waimaha-Sunflower Office, 85-186 McArthur Street, Waianae
- Oahu: Koolau Village Office, 45-1027 Kamau Place, Kaneohe
- Oahu: Kauhale Nani Office, 310 North Cant Street, Wahiawa
- Oahu: Palolo Valley Homes Office, 2107 Ahe Street, Honolulu
- Oahu: Kuhio Homes Office, 1475 Linapuni Street, Honolulu
- Hawaii Office, 600 Wailoa Street, Hilo, Hawaii
- Hawaii Office, 78-6725 Malolea Street, Kailua-Kona, Hawaii
The proposed changes were discussed in detail at the January 21, 2016 Board meeting and have also been posted on the HPHA’s website as part of the Board meeting packet for January 21, 2016.

D. **MOTION:** To (1) Adopt Proposed Rules under the Governor’s Proclamation, dated October 16, 2015 and Supplementary Proclamations, Entitled “Special Rent Supplement Program Rules” Which is Substantially Based on Chapter 15-184, Hawaii Administrative Rules (HAR), and Which Include the Rules and Requirements for HPHA’s Special Rent Supplement Program, a Program Established to Provide Rent Subsidies to Qualified Homeless Person(s) or Family; and (2) to Authorize the Executive Director to Undertake All Other Actions Necessary to Implement the Special Rent Supplement Program for the Homeless, Including Promulgating the Rules Pursuant to Section 127A-25, Hawaii Revised Statutes

E. **MOTION:** To Adopt Board Resolution No.16-04 Authorizing the Executive Director to Enter Into a Predevelopment Agreement with Retirement Housing Foundation, for the Mixed Income Transit Oriented Development Redevelopment of the Hawaii Public Housing Authority’s Administrative Offices located at 1002 North School Street, Honolulu Hawaii 96817; and to Undertake All Actions Necessary to Implement the Predevelopment Agreement

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4, 92-5(a)(8), and 103D-105 to discuss, deliberate or make a decision on information that must be kept confidential, 92-5(a)(3) to deliberate concerning the authority of persons designated by the Board to negotiate the acquisition of public property, and 92-5(a)(4) to consult with the Board’s attorneys on questions and issues pertaining to the Board’s powers, duties, privileges, immunities, and liabilities on the Predevelopment Agreement.

V. **FOR INFORMATION/FOR DISCUSSION**

A. Finance Task Force Report
VI. REPORTS


- The Report on Contracts Executed During April 2016 and Planned Solicitations for May 2016 is provided to the Board in the monthly packet. No formal report is planned.

- Property Management and Maintenance Services Lease up Status and Eviction Hearings for the Month of April 2016

- Construction Management Activities, including Obligation and Expenditure Status for the Federal Capital Fund Program (CFP) and the State Capital Improvement Program (CIP), Kuhio Park Terrace and Kalihi Valley Homes Construction Activity

- Section 8 Subsidy Programs Voucher Lease Up and Report on Status of HQS Inspections for the Month of April 2016. The Section 8 Report is provided to the Board in the monthly packet. No formal report is planned.

- Status of Redevelopment at Mayor Wright Homes with MWH Partners, Redevelopment of 1002 N. School Street with Retirement Housing Foundation, and the Redevelopment of Kuhio Park Terrace with the Michaels Development Company.

- Update on Legislative Activities, including Bills that Passed or Died, Conference Committee Discussions and Activities, and Potential Impact of Legislation on the HPHA; Comments and Recommendations on Bills to the Office of the Governor

- Status of New Application and Waitlist Portal for the HPHA’s Section 8 and Public Housing Program, including special waitlists, eligibility requirements, and the opening and closing of waitlists

If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Jonessa Burns at (808) 832-4694 by close of business three days prior to the meeting date. Meals will be served to the Board and support staff as an integral part of the meeting.
The Board of Directors of the Hawaii Public Housing Authority (HPHA) held their Regular Board Meeting at 1002 North School Street, Building A on Thursday, May 19, 2016. At approximately 9:00 a.m. Chairperson Pono Shim called the meeting to order. Those present were as follows:

**PRESENT:**
- Director Pono Shim, Chairperson
- Director Alena Medeiros, Vice Chairperson
- Director George De Mello
- Director Lisa Darcy
- Director Elizabeth Kim
- Director Myoung Oh
- Director Laura Smith
- Director Rachael Wong, Dr PH
- Director En Young
- Deputy Attorney General, Jennifer Sugita
- Deputy Attorney General, Klemen Urbanc

**EXCUSED:**
- Director Jason Espero, Secretary

**STAFF PRESENT:**
- Hakim Ouansafi, Executive Director
- Barbara Arashiro, Executive Assistant
- Kiriko Oishi, Chief Compliance Officer
- Chong Gu, Chief Financial Management Advisor
- Rick Sogawa, Procurement Officer
- Helen Enobakhare, Property Management and Maintenance Services Branch Chief
- Becky Choi, State Housing Development Administrator
- Stephanie Fo, Section 8 Subsidy Programs Branch Chief
- Shirley Befitel, Personnel Supervisor
- Renee Blondin-Nip, Hearings Officer
- Gary Nakatsu, IT Officer
- Joanna Renken, Supervising Public Housing Manager
- Sam Liu, Property Management Specialist
- David Nygaard, Budget Resource Specialist
- Maricar Campos, Property Management Specialist
- Kau‘i Martinez, Resident Services Program Specialist
OTHERS PRESENT (and signing in as):
Barbra Armentrout, Section 8
June Talia, Kuhio Park Terrace tenant
Monique Ocampo, Nanakuli Homes tenant
Andrew Nakoa, Sr., Mayor Wright Homes tenant

Proceedings:

Chairperson Shim declared a quorum present.

Chairperson Shim informed the Board and the public that the following items on the May 19, 2016 Board Agenda will be cancelled:

IV. A. MOTION: To (1) Repeal Chapter 181 of Title 15, Hawai‘i Administrative Rules (“HAR”), entitled “Resident Advisory Board”; (2) Adopt Proposed New Chapter 2032 of Title 17, HAR, entitled “Resident Advisory Board” which is substantially based on Chapter 15-181, HAR, and includes the proposed amendments to Chapter 15-181, HAR, previously adopted by the Hawaii Public Housing Authority’s (HPHA) Board of Directors on January 21, 2016, and sets forth the rules and requirements for HPHA’s Resident Advisory Board which is an advisory Board that offers recommendations on the HPHA’s Five Year and Annual Public Housing Agency Plan and nominations for the resident member to the HPHA’s Board of Directors; and (3) Authorize the Executive Director to Conduct Public Hearings and Undertake All Other Actions Necessary under Chapter 91, Hawai‘i Revised Statutes, and Administrative Directive No. 09-01 to Implement the Repeal and Adoption of New Rules, including Making Non-Substantive Revisions to Formatting as May be Required

IV. B. MOTION: To (1) Repeal Chapter 195 of Title 15, Hawai‘i Administrative Rules (“HAR”), entitled “Section 8 Homeownership Option Program”; (2) Adopt Proposed New Chapter 2036 of Title 17, HAR, entitled “Section 8 Homeownership Option Program” which is substantially based on Chapter 15-195, HAR, and includes the proposed amendments to Chapter 15-195, HAR, previously adopted by the Hawaii Public Housing Authority’s (HPHA) Board of Directors on January 21, 2016, and sets forth the rules and requirements for HPHA’s Section 8 Homeownership Program which is a federally funded homeownership program which utilizes Section 8 voucher payments to cover mortgage payments; and (3) Authorize the Executive Director to Conduct Public Hearings and Undertake All Other Actions Necessary under Chapter 91, Hawai‘i Revised Statutes, and Administrative Directive No. 09-01 to Implement the Repeal and Adoption of New Rules, including Making Non-Substantive Revisions to Formatting as May be Required
IV. C. **MOTION:** To (1) Repeal Chapter 193 of Title 15, Hawai‘i Administrative Rules (“HAR”), entitled “State-Aided Family Public Housing Projects”; (2) Adopt Proposed New Chapter 2034 of Title 17, HAR, entitled “State-Aided Family Public Housing Projects” which is substantially based on Chapter 15-193, HAR, and includes the proposed amendments to Chapter 15-193, HAR, previously adopted by the HPHA Board of Directors on January 21, 2016, and sets forth the rules and requirements for HPHA’s State-Aided Family Public Housing Program which is a general occupancy rental housing program that offers rental housing to a qualified person or family; and (3) Authorize the Executive Director to Conduct Public Hearings Chairperson Shim stated these Rules would be addressed at the next Board meeting.

**Approval of Minutes:**

Director Kim moved,

To approve the Regular Meeting Minutes of April 21, 2016.

Director Kim suggested a correction on page 7 to change typo from "KHM" to "KMH".

The minutes were unanimously approved as corrected.

Chairperson Shim deferred approval of the executive session minutes for the following until later in the meeting:

Executive Session, March 17, 2016

**Public testimony:**

Barbra Armentrout, a Section 8 recipient, stated that she has been trying to communicate with the Section 8 office and has not received a response. Ms. Armentrout has been requesting an in-person appointment with Section 8 staff and stated that she has a doctor’s note stating she would benefit from a face-to-face appointment, rather than telephone interviews. She is also requesting to have a new case worker assigned to her as her current case worker instructed her to request a reasonable accommodation in order to receive a face-to-face appointment. However, the Section 8 Supervisor stated that she would meet with her and there was no need for her to submit a request for request for reasonable accommodation.

Director Rachael Wong entered the meeting at approximately 9:09 a.m.
June Talia, Kuhio Park Terrace tenant, requested to have an update on the redevelopment of Kuhio Park Terrace.

Monique Ocampo, resident of Nanakuli Homes, stated that she received a letter regarding the changes in utility allowance. She was concerned that families who have two- or three-bedroom units were informed that the utility allowance rate would be decreasing in the coming year. Ms. Ocampo informed the Board that the decrease in utility allowance is an amount that will be added to tenant’s rent. Ms. Ocampo stated she works for Hawaii Energy and her job is to teach residents how to change their behavior to reduce their electric bill. She commented that she was one of those residents who changed her behavior to conserve energy. Ms. Ocampo feels that adding the additional cost to her rent is unreasonable and should be reconsidered.

Ms. Ocampo feels that the process of developing resident associations by the Property Management and Maintenance Services Branch (PMMSB) is not as effective as it should be. She stated that HPHA’s Resident Services Section was shut down as HUD no longer funded the programs and that services are not evaluated by HUD. Ms. Ocampo strongly recommends that HPHA reestablish the Resident Services Section as a branch because she believes that it doesn’t belong with PMMSB.

Andrew Nakoa, Mayor Wright Homes tenant, stated that he was surprised by the rent increase due to the electricity subsidy and disagreed with it.

Mr. Nakoa commented on the tenant meeting at Mayor Wright Homes. He stated that many residents had unanswered questions about relocation during the redevelopment. Mr. Nakoa also asked about relocation and requested specifically not to be placed at Kuhio Park Terrace. He stated that Kuhio Park Terrance residents do not get along with Mayor Wright Homes residents which could create a safety issue.

Mr. Nakoa requested that the security guards at Mayor Wright Homes be notified that kids are on summer break. He reported that kids are playing by the dumpsters and breaking clothes lines in other tenants’ yards. Mr. Nakoa suggested to have security patrol the area every hour, instead of patrolling when called.

Mr. Nakoa further stated that Mayor Wright Homes needs a resident association board to allow residents to communicate their concerns.

**For Action:**

*Director Kim moved:*

To (1) Adopt Proposed Rules under the Governor’s Proclamation, dated October 16, 2015 and Supplementary Proclamations, Entitled “Special Rent Supplement Program Rules” Which is Substantially Based on Chapter 15-
184, Hawaii Administrative Rules (HAR), and Which Include the Rules and Requirements for HPHA's Special Rent Supplement Program, a Program Established to Provide Rent Subsidies to Qualified Homeless Person(s) or Family; and (2) to Authorize the Executive Director to Undertake All Other Actions Necessary to Implement the Special Rent Supplement Program for the Homeless, Including Promulgating the Rules Pursuant to Section 127A-25, Hawaii Revised Statutes

The motion was unanimously approved.

For Action:

Director Mederios moved:

To Adopt Board Resolution No.16-04 Authorizing the Executive Director to Enter Into a Predevelopment Agreement with RHF Foundation, Inc., a California Non-Profit Developer, for the Mixed Income Transit Oriented Development Redevelopment of the Hawaii Public Housing Authority’s Administrative Offices located at 1002 North School Street, Honolulu Hawaii 96817; and to Undertake All Actions Necessary to Implement the Predevelopment Agreement

Director Wong moved to amend the motion:

To be amended to strike the phrase “Retirement Housing Foundation” and replace it with “RHF Foundation, Inc.”, strike the phrase “Transit Orientated Development” and replace it with the phrase with “Mixed Use”, and Insert the phrase “and the Development of Low Income Public Housing Units” after the phrase “Administrative Offices”. The new motion would read:

To Adopt Board Resolution No. 16-04 Authorizing the Executive Director to Enter into Predevelopment Agreement with RHF Foundation, Inc. for the Mixed Income Mixed Use Redevelopment of the Hawai’i Public Housing Authority’s Administrative Offices and the Development of Low Income Housing Units located at 1002 North School Street, Honolulu, Hawai’i 96817; and to Undertake all Actions Necessary to Implement the Predevelopment Agreement

Director Medeiros moved,

To go into Executive Session pursuant to Hawaii Revised Statutes sections 92-4, 92-5(a)(8), and 103D-105 to discuss, deliberate or make a decision on information that must be kept confidential, 92-5(a)(3) to deliberate concerning the authority of persons designated by the Board to negotiate the acquisition of public property, and 92-5(a)(4) to consult with the
Board’s attorneys on questions and issues pertaining to the Board’s powers, duties, privileges, immunities, and liabilities on the Predevelopment Agreement.

The motion was unanimously passed and the Board moved into Executive Session at approximately 9:37 a.m.

Director Laura Smith entered the meeting during executive session at approximately 9:38 am.

The Board reconvened at approximately 10:03 a.m.

The amended motion was unanimously approved.

For Information:

Finance Task Force Report

Director Smith stated that the Task Force consists of herself, Director Darcy, Director Mederios and Director Oh. She reported that the task force is confident the Board will be able to receive a final operating budget to be approved in June 2016. She reported the following:

- HPHA is managing over 30 sources of funding that comes with different uses and requirements that make the budget multifaceted. The budget is presented by program and/or funding source and every column represents several individual spreadsheets. Almost 100 budgets are consolidated into one high level budget and presented for Board approval.

- Under HUD’s Asset Management, each asset or AMP must prepare its own budget. Each AMP’s budget is reflected in the full budget. The KPT Resource Center has a budget that is not funded by HUD and must operate on rent revenues.

- The budget includes the State Family and State Elderly programs; the federal Section 8 Subsidy Programs Branch: Housing Choice Voucher Program (HCVP), Performance Based Contract Administration (PBCA) program, and the State Rent Supplement Program.

- The budget includes the Central Office Cost Center (COCC) budget and rollups at the end of the spreadsheet.

- There were a number of assumptions used to prepare the budget including the Federal Public Housing Program:
  a. Operating Subsidy Budget of $23.8 million.
b. Federal Capital funds to use $4.3 million.
c. State Revenues: Legislative Appropriations totaled $7.332 million in State General Funds
d. State Rent Supplement Programs will carry over $500,000 to next fiscal year. Fee Revenues at COCC and the expense at the AMPs.
e. Payroll Expense including salary increases based on different negotiated increases for different bargaining units.
f. Utility allowance decreases and rent increases were factored in.
g. Housing Choice Voucher Program revenues were projected based on current trend.

Factors affecting the budget include:

a. Age of buildings and amount of CIP appropriation in the coming year may delay some need projects. The units have been prioritized to be kept safe, decent and sanitary. HPHA staff are working to improve the entire inventory. HPHA still requires millions of dollars in additional funding.
b. Loss of the Act 159 Special Team could impact occupancy and therefore reduce operating subsidy and rent revenues from the previous year. This year management is working under a pilot program to reduce the impact of the loss of the Special Team. Without the creation of a new multi-skilled team, management will have no choice but to cut some services and eliminate positions to ensure that HPHA does not operate at a loss.
c. HPHA will continue to implement energy conservation measures thru repair and construction projects to reduce utility costs. With the implementation of individual meters, tenants can be responsible for their own utility expenses. Management has been working with AMPs to bring in speakers to discuss energy conservation.
d. State Public Housing Program which consists of 864 units, mainly elderly continues to operate at a deficit. However, the Legislature provided much needed operating funds for the State Program and appropriated $4.1M for repair and operating costs. Management will likely propose a modest increase in rent for the State properties.
e. Section 8 (Housing Choice Voucher, PBCA, and Rent Supplement) The budget for the Section 8 programs is more straight forward with expenses limited to housing assistance payments to landlords.
f. The COCC budget includes the management fees as revenues and expenses for the Office of the Executive Director, Planning, Compliance, Procurement, Fiscal Office, Property Management Branch, Construction Management, Hearings, Personnel and IT.

Executive Director's Report:

Executive Director Ouansafi reported on the following:
Funding and Bills that had passed the Legislature.

- HPHA received an appropriation of $35,150,000 in general obligation bond funds for fiscal year 2016-2017 to support repair and maintenance for its public housing inventory.
- HPHA was appropriated $560,000 in general funds for costs related to wages and fringe benefits for permanent and non-permanent project funded staff positions for implementation of capital improvement program projects for fiscal year 2016-2017.
- HPHA received approval to change the means of financing for 16.00 FTE Section 8 staff positions from federal funds to general funds to administer the rental assistance programs.
- The Legislature increased staffing of the Rent Supplement Program by 1.00 FTE positions.
- Other bills that passed: Statewide Community Planning. Establishes the Hawaii Interagency Council for Transit-Oriented Development (Council) within the Department of Business, Economic Development, and Tourism (DBEDT) to coordinate effective and efficient transit-oriented development planning statewide.
- Passed Bill: Relating to Rental Housing. Establishes a rental housing strategy for the State to meet the projected long-term housing demands of an additional 64,700 housing units.
- Bill that did not pass related to Trespassing. Provided that certain areas within Hawaii Public Housing Authority housing projects are closed to the public.

Chairperson Shim acknowledged Executive Director Ouansafi and staff for doing extremely well this legislative session. Chairperson Shim commended Executive Director Ouansafi for doing a great job and for his interactions with State leaders and on his leadership for the HPHA.

Director Darcy asked what made the difference between last year's and this year's legislative session.

Chairperson Shim provided his insight and observations with the Governor's Office and coordination with Executive Director Ouansafi. He stated that the HPHA is a good organization.

Executive Director Ouansafi acknowledged the hard work of the staff and commented that all staff and partners involved contributed to the success of HPHA.

- Executive Director Ouansafi reported that HPHA received reimbursement and acknowledged Director Wesley Machida for his assistance and support of the HPHA.
- Executive Director Ouansafi reported on Section 8 program. He stated there is a process with certification that can be sent by mail. He further commented that if
HPHA was to meet with every Section 8 resident, it would require a full-time person and take three and half years to meet. Executive Director Ouansafi reported that the HPHA’s case load is 400 cases, compared to the City & County which operates with a case load of 215 cases per staff person.

- Executive Director Ouansafi reported that a resident meeting at Mayor Wright Homes regarding the redevelopment was held. The purpose of the first meeting was to introduce the redevelopment team to the tenants, inform the tenants that predevelopment activities would start and that redevelopment is at least a year away. He further commented that he was not able to respond to tenants’ special requests. Executive Director Ouansafi was able to answer general questions pertaining to relocation and moving expenses. He reported that the first meeting went well in general.

Director Kim asked where would the tenants be relocated to during the redevelopment.

Executive Director Ouansafi replied that it is uncertain where tenants can be moved to until the HPHA has a better idea of how the project will be built. For example, the initial studies will help determine whether the project should be built in phases. If that occurs, much of the relocation could occur on-site. However, none of that will be known until the developer completes some of its initial assessment. As part of the predevelopment process, a relocation plan will be established in advance.

Director Kim questioned whether the fact that a relocation plan will be established was conveyed to the residents.

Executive Director Ouansafi acknowledged the information was conveyed to the residents.

Executive Director Ouansafi reported that HPHA will follow the approved process and residents will have enough time to be relocated and that any future plans will be shared with the residents.

- Executive Director Ouansafi stated that HPHA continues to engage with partners at Kuhio Park Terrance

- Executive Director Ouansafi reported on the utility allowance that is required by HUD. He clarified that the HPHA hires a national consulting firm that uses actual consumption information to establish the utility allowance rates. The study is based on reasonable utility consumption for a family assumption. Executive Director Ouansafi reported that the amount is calculated using actual consumption at HPHA’s properties and HPHA is not in a position to change the rates. Due to HECO rates going down, HPHA had to adjust the cost of utilities for all residents.
• Executive Director Ouansafi stated that HPHA has a net gain of 13 units in public housing. For the month of April, 56 moved in and 46 moved out.

• Executive Director Ouansafi reported that HPHA is on track to expend funds and does not expect a lapse on any funds. All funds are prioritized based on the health, safety, accessibility upgrades and other needs.

• Executive Director Ouansafi reported that HPHA will be able to expend funds faster due to the approval of additional staff person for administration of the rent supplement. He further commented that this will give working families the opportunity and assistance needed to move into a home.

• Executive Director Ouansafi reported that HPHA is currently serving over 2,200 voucher holders for Section 8 and expending a total of 106%. He also reported that HPHA has assisted 399 veterans with VASH vouchers.

• Executive Director Ouansafi reported that the next budget will have additional staff dedicated to Section 8 and VASH voucher holders.

• Executive Director Ouansafi reported that approximately 197 tenants requested for reasonable accommodations. He further commended the staff for following up on all accommodations.

• Executive Director Ouansafi reported that HPHA had 8 formal staffing for resident services and now it’s down to 1. The resident services positions were discontinued due to lack of funding. HPHA does coordinate resident services, but it’s not as robust as before.

• Chairperson Shim read a message from Director Wong: “This legislative session required an unprecedented level of coordination around submitted testimony for DHS and HPHA because homelessness and housing was priority for many lawmakers. DHS appreciates HPHA sharing testimony ahead of time and coordinating testimony of our department and the Governor's coordinator on homelessness so that everything was aligned. Thank you very much everyone.”

Director Young asked whether additional staff for Section 8 will decrease the caseload.

Executive Director Ouansafi explained that it would not necessarily decrease the caseload as the goal is to lease up more families and provide additional services. He commented that the staff should be able to manage the current caseload. He further stated that the additional staff could help with the FSS program.

Director Young asked about the net gain in occupied units and whether the current legislation restricting 89-day hires will affect the HPHA’s ability to turn units over.
Executive Director Ouansafi explained that other programs could be affected, but not the programs responsible for fixing units. He further commented that 89-day hires could be extended based on needs.

Director Kim asked to go into Executive Session to consult with the Board attorneys.

Director Mederios moved,

To go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board’s attorneys on questions and issues pertaining to the Board’s powers, duties, privileges, immunities, and liabilities relating to public testimony and to approve Executive Session minutes.

The motion was unanimously passed and the Board moved into Executive Session at approximately 10:52 a.m.

The Board reconvened in regular session at approximately 11:27 a.m. Chairperson Shim reported that the Board consulted with the Board’s attorneys and reviewed executive session minutes. Chairperson Shim also reported that Director Kim will be leaving the HPHA Board and acknowledged her for serving on the Board for the past year.

Director Young moved,

To approve the Executive Session minutes of March 17, 2016.

The motion was unanimously approved.

Adjournment:

Director Young moved,

To Adjourn the Meeting.

The motion was passed unanimously.

The meeting adjourned at approximately 11:29 a.m.

MINUTES CERTIFICATION

Minutes Prepared by:
Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on June 16, 2016: [ ] As Presented [ ] As Amended

JUN 16 2016

Director Jason Espero
Board Secretary