

**HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
REGULAR BOARD OF DIRECTORS MEETING
July 21, 2016
9:45 a.m.**
1002 N. School Street, Bldg. A
Honolulu, Hawaii 96817**

AGENDA - AMENDED

I. CALL TO ORDER / ROLL CALL

II. APPROVAL OF MINUTES

Regular Meeting Minutes, June 16, 2016
Executive Session Minutes, May 19, 2016 (not for public distribution)
Executive Session Minutes, June 16, 2016 (not for public distribution)

Executive session minutes will be considered by the Board of Director in executive session scheduled for later in the meeting as a courtesy to the public.

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 (HRS), and section 17-2000-18, Hawaii Administrative Rules, the Board may limit public testimony to three minutes per agenda item.

IV. FOR ACTION

MOTION: To Authorize the Executive Director to Close the Waiting Lists for the Federally-Assisted Public Housing Projects, the State-Aided Elderly Public Housing Projects and the State-Aided Family Public Housing Projects on Oahu and to Authorize the Executive Director to Reopen the Waiting List(s) in Whole or in Part Pursuant to Applicable Waiting List Rules

V. APPOINTMENT OF TASK FORCES

A. Pursuant to section 92-2.5(b), HRS, Appointment of a task force to review the current staffing levels and future staffing needs of the HPHA, including training programs or resources for new and existing employees.

- B. Pursuant to section 92-2.5(b), HRS, Appointment of task forces of the Executive Committee (Chair, Vice Chair, Secretary) and the island representative to investigate the capital improvement and maintenance needs at the properties on Maui, Kauai, and the Big Island and review the projected budgetary needs for future budget requests.

VI. REPORTS

Financial Report for the Month of May 2016. The May 2016 Financial Report is provided to the board in the monthly packet. Unaudited FDS is due to HUD on August 31, 2016. HUD financial monitoring August 1 – 5, 2016

The Report on Contracts Executed During June 2016 and Planned Solicitations for July 2016 are 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 May 2016. No formal report is planned. 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. No formal report is planned.

Section 8 Subsidy Programs Voucher Tentative Schedule for Accepting On Line Applications. Status of the Special Rent Supplement Program Targeted to Homeless Families. The Section 8 Report is provided to the Board in the monthly packet.

Status of Redevelopment at Mayor Wright Homes with MWH Partners: Establishment of the Community Advisory Committee; Design Charrettes Schedule.

VII. ADJOURNMENT

**** The meeting start time is an approximation and the meeting will start immediately after the conclusion of the HHA Wilikina Apartments Project, Inc Annual Board of Directors Meeting.**

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.

HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE REGULAR MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING A
HONOLULU, HAWAII 96817
ON THURSDAY, JULY 21, 2016
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

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, July 21, 2016. At approximately 9:40 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 Jason Espero, Secretary
Director George De Mello
Director Lisa Darcy
Director Rachael Wong
Director Myoung Oh

Deputy Attorney General, Jennifer Sugita
Deputy Attorney General, Klemen Urbanc

EXCUSED: Director En Young
Director Laura Smith

STAFF PRESENT: Barbara Arashiro, Executive Assistant
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, Human Resources Supervisor
Renee Blondin-Nip, Hearings 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
Jonessa Burns, Secretary
Esther Yasuda, Social Services Aide

OTHERS PRESENT (and signing in as):

Ira Calkins, Punchbowl Homes tenant
Representative Mark Hashem
Mary K. Hall, Punchbowl Homes tenant
Duck Geo Kim, Punchbowl Homes tenant
U'i Goods, Medical-Legal Partnership
Desiree Kihano, Palolo Valley Homes tenant
Fetu Kolio, Makamae tenant
Bob Loren, Punchbowl Homes tenant
Jeanne Lorrin, Punchbowl Homes tenant
Holly Nojima, Punchbowl Homes tenant
Andrew Nakoa, Sr., Mayor Wright Homes tenant
Bernice Nakoa, Mayor Wright Homes tenant
Pura Patino, Punchbowl Homes tenant
Benjamin Park, Senate Ways and Means Committee
Jill Saito, Kaahumanu Homes

Proceedings:

Chairperson Shim declared a quorum present.

Approval of Minutes:

Director Darcy moved,

To approve the Regular Meeting Minutes of June 16, 2016.

Director Wong requested to make a correction to the spelling of her name.

Executive Assistant Arashiro reported that the updated minutes distributed to the Board included the date change on the last page to reflect the correct date of July 21, 2016, instead of June 16, 2016.

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, May 19, 2016
Executive Session, June 16, 2016

Public testimony:

Pura Patino, Punchbowl Homes tenant stated it was difficult to hear during the Board Meeting and suggested the use of microphones. Ms. Patino stated she has concerns about not having access to the bathrooms in recreation room. She further stated that they would be required to clean the bathrooms to obtain a key. Ms. Patino also stated that handicap tenants need a closer bathroom other than going to their apartment.

Ms. Patino requested that the parking lot at Punchbowl Homes be repaved. She stated that tenants track gravel back into their apartments due to loose gravel. She further suggested that repaving the parking lot would also make it more accessible.

Duck Geo Kim, Punchbowl Homes tenant stated he is the Vice President of the Punchbowl Homes Resident Association. Mr. Kim requested assistance at Punchbowl Homes and also stated that the Korean community was happy that Punchbowl Homes has a new Social Service Aide, Esther Yasuda, who speaks Korean.

Esther Yasuda, Social Service Aide for AMP 35, introduced herself to the Board and confirmed that she is fluent in Korean and assists with interpretations at meetings.

Holly Nojima, Punchbowl Homes tenant stated they have asked numerous times for the bathroom key in the recreation room and have been denied. She stated that the tenants need the bathroom key when they utilize the recreation room.

Ms. Nojima reported there are drug problems and more homeless coming on to the property at Punchbowl Homes. She stated that the residents don't feel safe with at night. Ms. Nojima stated that Punchbowl Homes needs a property manager who is able to assist and speak on their behalf.

Ira Calkins, Punchbowl Homes tenant stated that he was advised that one representative is allowed to communicate and speak on the behalf of Punchbowl Homes tenants. He stated there are no laws or rules stating this and feels that it's inaccurate.

Mr. Calkins thanked Executive Director Ouansafi for having maintenance construct a fence to deter trespassers from accessing the building. He further stated there are illegal drug activities at Punchbowl Homes. Mr. Calkins alleged that the police are a part of the activities because nothing is being done about the problem.

Mr. Calkins stated that when employees at Hawaii Public Housing Authority do not comply with the code of federal regulations and the administrative rules, they are violating federal and state laws. He also stated that Management's obligation is to abide by all laws, rules and ordinances. Mr. Calkins stated the housing authority is required by law to recognize duly elected resident associations. He further stated that Punchbowl Homes is the only duly elected resident association in Hawaii.

Jeanne Lorrin, Punchbowl Homes tenant, stated the bathroom issue in the recreation room is a serious problem. She stated that the residents are senior citizens and this has become a sanitation issue. Ms. Lorrin further stated they want "beautification on the property".

Mary Hall, Punchbowl Homes tenant, stated she fears for her safety because she sees drug usage on her floor and nothing being done about it. She requested to move into another unit, but was denied a transfer. Ms. Hall suggested having more security guards on the property to monitor the area.

Ms. Hall also reported residents speeding in the parking lot and suggested having a speed bump to control this problem. She stated she was almost hit three times and told security guards about the incident. Ms. Hall stated she didn't get a reply from the security or the office staff.

Fetu Kolio, Makamae tenant, stated that he didn't feel that he had a fair trial for the criminal proceedings brought against him. Mr. Kolio stated that his rights were violated and he felt intimidated with one judge presiding over the case. He further stated he is going to pursue an appeal of his conviction with the Supreme Court.

Andrew Nakoa, Mayor Wright Homes tenant stated that security during the evening at Mayor Wright Homes needs to be addressed. He stated he called security on multiple occasions and security did not respond in a timely manner. He reported that youths are loitering near the dumpsters, making noise and walking around the property late at night.

Mr. Nakoa stated he prevailed at a grievance hearing last year but has not been compensated. He also stated that he had concerns and questions about the redevelopment of Mayor Wright Homes and relocation status during the development. Mr. Nakoa requested to have a board established for Mayor Wright Homes to keep them informed.

Bob Loren, Punchbowl Homes tenant stated that he agreed with everything that was said about Punchbowl Homes and added that "communication is essential at AMP 35". He stated that Management and resident council are required to hold meetings with each other for communication. Mr. Loren stated this has not happened and the resident council is not being recognized by management. He also stated AMP 35 refuses to

provide information concerning HPHA's policies on tenant participation and management.

Mr. Loren stated he was told by a maintenance supervisor that he could not have a key to the bathrooms or activity room because it was on direct orders of the management. He further stated that staff refused to provide that instruction to him in writing. Mr. Loren stated they would like better communication between management and the resident association.

Mr. Loren stated that they do not want an adversarial relationship with Hawaii Public Housing Authority and would like to work together. He further stated that he would like to know the reason why the resident association at Punchbowl Homes is not recognized.

Director Mederios asked any of the Punchbowl Homes to clarify that they were told the bathrooms are available, but it would have to be cleaned.

Mr. Loren stated that if the tenants cleaned the bathrooms, they could have a key, but they do not agree with that rule. He stated that it's the responsibility of Hawaii Public Housing Authority to clean the bathrooms.

Mr. Loren stated they agreed to have a key to the recreation room where tenants could leave their I.D. to use the restrooms and views that as reasonable. He further stated that they constantly have to ask to get the rooms opened and they should have access to all public areas.

Director Mederios asked if the residents use the recreation room for an activity, whether they are cleaning up after usage of the room. A few tenants responded that they clean the recreation room, but not the bathrooms. They stated they are willing to maintain the bathrooms, but it hasn't been cleaned in years and it's not their responsibility.

Holly Nojima stated that the intercom service at Punchbowl Homes aren't working properly.

Mr. Loren stated he also has problems with the intercom system and has requested the issue to be resolved in the past.

For Action:

Director Oh moved:

To Authorize the Executive Director to Close the Waiting List for the Federally-Assisted Public Housing Project, the State-Aided Elderly Public Housing Projects and the State-Aided Family Public Housing Projects on

Oahu and to Authorize the Executive Director to Reopen the Waiting List(s) in Whole or Part Pursuant to Applicable Waiting List Rules

Executive Assistant Arashiro congratulated the elected officers on the HPHA Board of Directors.

Executive Assistant Arashiro reported that based on the current waiting lists, the HPHA would not be able to serve all applicants in a reasonable amount of time. She further stated that staff are requesting to close the waiting lists for the Federally-Assisted Public Housing, the State-Aided Elderly Public Housing and the State-Aided Family Public Housing on Oahu only.

Director Darcy acknowledged that it's a difficult decision to close the waiting list especially with the recognition that there are a lot of people who need assistance.

Director Espero asked how many people on the current wait list are elderly and identified as a preference groups.

Executive Assistant Arashiro referred to page 19 (in the Board packet) which provided a breakdown of the number of applicants currently on the Oahu waiting lists.

Director Darcy asked whether other counties could be reflected on the waiting list.

Executive Assistant Arashiro clarified that under this action only waitlist for Oahu would be closed. Waiting lists for the other counties will remain open.

Director Espero asked whether the closure of the Oahu waiting lists would encourage people to apply for housing on the neighbor islands.

Executive Assistant Arashiro stated that is a possibility for people to apply for public housing on the neighbor islands. Staff also took into consideration the anticipated opening of the Section 8 Housing Choice Voucher program waiting list which would provide families other housing assistance options.

Director Wong asked if the agency was setting a precedent in closing the waiting lists.

Executive Assistant Arashiro clarified that the For Action is requesting authority to both close the waiting lists and to reopen the waiting lists in whole or in part when necessary. The goal was not to close the waiting lists in perpetuity.

The motion was unanimously approved.

Appointment of Task Force: Staffing

Pursuant to section 92-2.5(b), HRS, Chairperson Shim appointed a task force to review the current staffing levels and future staffing needs of the HPHA, including training programs or resources for new and existing employees.

The Board discussed the purpose of the task force and the time commitment involved. Chairperson Shim stated that the task force would review current staffing needs, including the quality and capacity of staff and staff training needs. He also clarified that the task force would review agency as a whole, not just the Oahu staff.

Director Wong asked whether she was allowed to send staff to represent her on the task force.

Deputy Attorney General Klemen Urbanc stated that a task force may include participants that are not Directors. However, interactions with non-board members are limited to communication with task force members. Therefore, a delegate would not be able to communicate with other members of the regular board.

Director Wong asked if the delegate could communicate as a task force member and Attorney General Urbanc stated that would be allowed.

Director Darcy, Director Oh, Director Mederios, Director Espero and Director Wong volunteered for the Task Force.

Chairperson Shim stated the maximum for the task force shall be less than a quorum and a total of five.

The Board took a short recess at 10:48 am and reconvened at approximately 11:05 a.m.

Director Wong withdrew herself from the task force stating that the Department of Human Services' Human Resources Officer could serve as a resource to the task force instead of her participating as a task force member.

Appointment of Task Force: Site Visits

Pursuant to section 92-2.5(b), HRS, Chairperson Shim indicated the need to appoint three task forces of the Executive Committee (Chair, Vice Chair, Secretary) and the island representative to investigate the capital improvement and maintenance needs at the properties on Maui, Kauai, and the Big Island and review the projected budgetary needs for future budget requests

Chairperson Shim asked for volunteers for the three task forces

Chairperson Shim appointed himself, Vice Chair Medeiros, Secretary Espero and Director Darcy to the Maui task force.

Chairperson Shim appointed himself, Vice Chair Medeiros, Secretary Espero, Director DeMello, and Director Young to the Hawaii task force.

Chairperson Shim appointed himself, Vice Chair Medeiros, and Secretary Espero to the Kauai task force.

Director Wong exited the meeting at approximately 11:09 a.m.

Reports:

Executive Assistant Arashiro provided updates on the financial report. Staff have been working toward the deadline for the unaudited Financial Data Schedules that are due to HUD by August 31, 2016. She also stated that HUD scheduled a compliance monitoring for the HPHA on August 1 – 5, 2016. Executive Assistant Arashiro expressed concern with the timing of the compliance monitoring indicating that the on-site visit would significantly interrupt operations during a critical time.

Executive Assistant Arashiro reported that at the end of the fiscal year, no CIP funds lapsed. There is, however, an approximate \$50,000 lapse of general funds.

Executive Assistant Arashiro made a correction on page 41 of the Board packet. The report for contract no. CMS 14-27-SC01 under T. Iida Contracting Ltd. incorrectly lists the property as Mayor Wright Homes. The property should be Koolau Village.

Executive Assistant Arashiro stated the Section 8 Subsidy Program has tentatively scheduled a date for the opening of the Section 8 Housing Choice Voucher Program waiting lists. HPHA has been working with the Governor's Office to make a formal announcement. She stated that there is no other information available at this time regarding the official opening.

Executive Assistant Arashiro reported that the Special Rent Supplement program is underway. As of Day 3, the contractor is processing 22 applications and looking forward to getting more people into the program. Executive Assistant Arashiro thanked Stephanie Fo and the Section 8 Branch staff for holding training and working with the contractor to implement the new program.

Executive Assistant Arashiro reported on the redevelopment of Mayor Wright Homes. Hunt is working in the community and established a community advisory committee. She further stated that predevelopment activities have started and Hunt will hold design and visioning sessions at Mayor Wright Homes the week of August 8 – 12, 2016.

Director Mederios moved,

To approve the Executive Session minutes for May 19, 2016 and June 16, 2016.

The minutes were approved unanimously.

Adjournment:

Director Mederios moved,

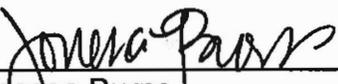
To Adjourn the Meeting.

The motion was passed unanimously.

The meeting adjourned at approximately 11:18 a.m.

MINUTES CERTIFICATION

Minutes Prepared by:

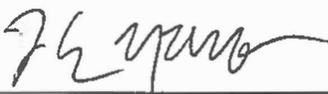


Jonessa Burns
Secretary

AUG 18 2016

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on August 18, 2016: [] As Presented [] As Amended



Director Jason Espero
Board Secretary

AUG 18 2016

Date