

**HAWAII PUBLIC HOUSING AUTHORITY  
NOTICE OF MEETING  
REGULAR BOARD OF DIRECTORS MEETING  
1002 North School Street, Building A Boardroom  
Honolulu, Hawaii 96817  
Thursday, October 19, 2017  
9:30 a.m.\***

**AGENDA**

**I. CALL TO ORDER/ESTABLISHING QUORUM**

**II. 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.

**III. APPROVAL OF MINUTES**

- A. Regular Meeting Minutes, August 17, 2017
- B. Special Meeting Minutes, September 7, 2017
- C. Executive Session Minutes, April 13, 2017 (not for public distribution)
- D. Executive Session Minutes, April 20, 2017 (not for public distribution)

**IV. FOR ACTION**

- A. **MOTION:** To Adopt Amendments to the Hawaii Public Housing Authority's Annual PHA Plan for Fiscal Year 2017-2018 and to Authorize the Executive Director to: 1) Hold Public Hearings; 2) Undertake All Actions Necessary to Accept, Adopt, or Respond to Comments from the Public and the Resident Advisory Board; and 3) Submit the Amended Plan to the U.S. Department of Housing and Development, if No Substantive Changes are Made to the Draft Annual PHA Plan
- B. **MOTION:** To Reappoint the Following Individuals for a Four-Year Term starting November 1, 2017 and ending October 31, 2021: Radiant Chase to the Oahu Eviction Board as a regular board member, Fay Rapozo to the Kauai Eviction Board as a regular board member and Mary Hoffman to the Kona Eviction Board as a resident board member

## V. FOR INFORMATION/DISCUSSION

- A. **For Discussion:** Update on Redevelopment Projects Kuhio Park Terrace/Kuhio Homes, Mayor Wright Homes and School Street Administrative Offices

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/or 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 related to the Redevelopment Projects at Kuhio Park Terrace/Kuhio Homes, Mayor Wright Homes and School Street Administrative Offices.

- B. **For Information/Discussion:** Update from Board Task Force to Establish Benchmarks for HPHA's Leadership and Evaluate Performance of the HPHA's Programs, and Appointment of New Task Force to Initiate Evaluation of HPHA Executive Director and Executive Assistant

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(2) to consider the hire and evaluation of an officer where consideration of matters affecting privacy will be involved, and/or section 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 related to this agenda item.

- C. **For Discussion:** Employment Contract for HPHA Executive Assistant Barbara Arashiro

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(2) to consider the hire and evaluation of an officer where consideration of matters affecting privacy will be involved, and/or section 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 related to this agenda item.

## VI. REPORTS

- A. Executive Directors Report:

- Financial Report for the Month of September 2017. The September 2017 Financial Report is provided to the board in the monthly packet.

- The Report on Contracts Executed During September 2017 and Planned Solicitations for October 2017 are provided to the Board in the monthly packet. No formal report is planned.
- Public Housing Occupancy/Vacancy Report; Preliminary Results of REAC inspections for Federal Public Housing; Eviction Hearings for the Month of September 2017.
- Obligation and Expenditure Status for the Federal Capital Fund Program (CFP) and the State Capital Improvement Program (CIP).
- Section 8 Subsidy Programs Voucher: Status of Applications and Waiting List. Update on Potential Shortfall for the Rent Supplement Program.

\*The meeting start time is an approximation and will begin immediately following the HHA Wilikina Apartments Project Annual Meeting concludes.

If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Didi Ahakuelo-Kepa 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, OCTOBER 19, 2017  
IN THE CITY AND COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority held their Regular Board Meeting at 1002 North School Street, on Thursday, October 19, 2017. At approximately 9:13 am, Chairperson Pono Shim called the meeting to order early and noted that the Agenda posting said the meeting would start at approximately 9:30 a.m. or immediately following the Annual Wilikina meeting, and declared a quorum present. Those present were as follows:

**PRESENT:** Director Pono Shim, Chairperson  
Director Alena Medeiros, Vice-Chairperson  
Director Jason Espero, Secretary  
Director Lisa Darcy  
Director George DeMello  
Director Laura Smith  
Director En Young

Deputy Attorney General Klemen Urbanc

**EXCUSED:** Designee Lila King  
Director Myoung Oh

**STAFF PRESENT:** Hakim Ouansafi, Executive Director  
Barbara Arashiro, Executive Assistant  
Chong Gu, Chief Financial Management Advisor  
Kevin Auger, Development Specialist  
Renee Blondin-Nip, Hearings Office  
Stephanie Fo, Property Management Branch  
Benjamin Park, Planner  
Sarah Beamer, Planner  
Deidra Ahakuelo-Kepa, Secretary

**OTHERS PRESENT (and signing in as):**

Scott Jepsen, EJP Consulting, Partner  
Desiree Kihano, Palolo Homes resident  
Andrew Nakoa, Mayor Wright Homes resident  
Monique Ocampo  
June Talia, Kuhio Homes resident  
Lenda Tomonico, Kuhio Homes resident

## **Public Testimony**

Chairperson Shim opened public testimony and reminded testifiers to identify the item on the agenda that they were testifying on pursuant to 92-3, Hawaii Revised Statutes and Section 17-200-18, Hawaii Administrative Rules. The Board requested that the public limit testimony to three minutes per agenda item.

Andrew Nakoa, Mayor Wright Homes resident, requested a meeting regarding the redevelopment at Mayor Wright Homes. Many tenants are interested in the redevelopment and how the future phasing and construction will occur for this project. Mr. Nakoa feels the Mayor Wright Homes tenants should start a resident association and have them to bring services into the community. Mr. Nakoa commented that the security company should be required to patrol the property and that HPHA needs a system to ensure that patrolling is occurring. Mr. Nakoa continued to promote in-house security operated by the tenants. He feels the community could benefit from an additional playground on the property and the resident association could advocate for such things.

Lenda Tomonico, Kuhio Homes tenant, was pleased to hear that the State took back the property from the Michaels Development Company. Ms. Tomonico was very encouraged by the fact that the new Manager at Kuhio Homes has already held two meetings with the community. She stated that there is no current association, but there is a small group of residents that are interested in working with the new Manager to improve the community. Ms. Tomonico is appreciative of the new Manager and Executive Director Ouansafi's efforts to improve the Kuhio Homes community.

June Talia, Kuhio Homes tenant, expressed appreciation to the HPHA's entire Board for the action taken in September to cancel the master development agreement (MDA) with Michaels Development. Ms. Talia presented a petition with over 100 signatures which supported the Board's decision to terminate the MDA.

Monique Ocampo encouraged the Board to make efforts to understand if residents from the HHA Wilikina Apartments Project, Inc are happy with the new owners. Ms. Ocampo commented that the State lacks enough affordable and public housing units. She reported that there is a small group of Mayor Wright Homes tenants that are concerned with relocation during the redevelopment. She encouraged the Board to consider the tenants' employment and the schools when making people relocate.

Ms. Ocampo announced that she recently became a homeowner. She received assistance from Beverly Paole and Helen Wai in becoming a homeowner through the NAHASDA grant. There is concern that HUD doesn't understand the nature of Hawaii and its housing market. Ms. Ocampo suggested that there are HPHA staff who are simply biding their time until retirement.

Ms. Ocampo stated that she is formerly from Molokai and did not grow up in public housing. She moved to Oahu to help her sister, who was sick, and moved into public housing with her. After 26 years, Ms. Ocampo is now a homeowner. Ms. Ocampo thanked Executive Assistant Arashiro and Procurement Officer Rick Sogawa, formerly of the Resident Services Section, for teaching her how to be an effective leader to help residents improve themselves and their community.

**Approval of Minutes:**

**Director Espero moved,**

**To approve the Regular Meeting Minutes for August 17, 2017.**

**The minutes were unanimously approved as presented.**

**Director Young moved,**

**To approve the Special Meeting Minutes for September 7, 2017.**

**The minutes were unanimously approved as presented.**

Chairperson Shim reported that Executive Session minutes for April 13, 2017 and April 20, 2017 would be deferred until the next meeting.

Executive Director Ouansafi introduced the HPHA's new Development Specialist, Kevin Auger. Mr. Auger stated that he has 30 years of real estate experience in Manhattan and Asia. He moved to Hawaii several years ago and came out of retirement to work on the HPHA's redevelopment projects.

Executive Director Ouansafi introduced HPHA's redevelopment consultant, Scott Jepsen. Mr. Jepsen, partner at EJP Consulting, has been working with the HPHA for several years on its redevelopment efforts. He brings over 25 years of experience working on all aspects of public housing redevelopment from around the country.

Chairperson Shim asked for a moment of silence for Florence Kong Kee.

**FOR ACTION**

**Director Darcy moved,**

**To Adopt Amendments to the Hawaii Public Housing Authority's Annual PHA Plan for Fiscal Year 2017-2018 and to Authorize the Executive Director to: 1) Hold Public Hearings; 2) Undertake All Actions Necessary to Accept,**

**Adopt, or Respond to Comments from the Public and the Resident Advisory Board; and 3) Submit the Amended Plan to the U.S. Department of Housing and Development, if No Substantive Changes are Made to the Draft Annual PHA Plan**

Executive Director Ouansafi reported that the HPHA terminated the master development agreement with the Michaels Development Company and the proposed revision to the HPHA's Annual Plan is being made to reflect that change.

**The motion was unanimously approved.**

**Director Young moved,**

**To Reappoint the Following Individuals for a Four-Year Term starting November 1, 2017 and ending October 31, 2021: Radiant Chase to the Oahu Eviction Board as a regular board member, Fay Rapozo to the Kauai Eviction Board as a regular board member and Mary Hoffman to the Kona Eviction Board as a resident board member**

Executive Director Ouansafi explained that the eviction board is an important and necessary step to provide due process for all tenants. The three eviction board members have expressed interest in continuing to serve on the Board.

Director Young supported Mary Hoffman's appointment, noting that she is fair and both the tenants and HPHA would be a benefit from having her on the Board.

Director DeMello supported all the nominees. He stated that they currently serve on the eviction board and do a good job.

**The motion was unanimously approved.**

**FOR INFORMATION/DISCUSSION**

**For Information/Discussion:**

**Update on Redevelopment Projects Kuhio Park Terrace/Kuhio Homes, Mayor Wright Homes and School Street Administrative Offices**

Executive Director Ouansafi reported that the HPHA and its development partner has held 24 meetings with Mayor Wright Homes residents and the community to date. There are always rumors, but assured the community that relocation is a year away. There will continue to be opportunities for the tenants to review the relocation plan prior

to moving. The redevelopment team will start the resident engagement process as early as possible to accommodate schedules, such as the start of the school year.

The work on the environmental review/impact statement is proceeding and will close by the end of the year. The environmental review will be used to shape the phasing plans for the redevelopment. Tenants will be well informed of the relocation plan long before they are required to move.

Chairperson Shim, Director Medeiros, Executive Director Ouansafi, and Planner Benjamin Park updated members of the Legislature on the HPHA's redevelopment efforts. Chairperson Shim reported that the HPHA team had a good meeting with the leadership of the House of Representatives. They described the redevelopment as a "good project" and encouraged the HPHA to continue to keep the Legislature informed so that we can work together.

Director Medeiros commented that it was a good meeting. Director Medeiros stated that the Board needs to increase its open support of the HPHA's management team and the redevelopment efforts. The representative from the Governor's office stated that the Governor supports the redevelopment effort.

Executive Director Ouansafi reported that he met with Senate Chair Will Espero, Chair Tom Brower, and the City Managing Director to provide information and updates on the HPHA's redevelopment efforts. Executive Director Ouansafi anticipates the establishment of a task force to work on each phase of redevelopment.

Executive Director Ouansafi reported that the HPHA sent a letter of termination for convenience to the Michaels Development Company. The HPHA did not receive any response from MDC within the 20-day required notice period, therefore the termination is effective. The HPHA is working expeditiously to procure services to move forward with the redevelopment at Kuhio Park Terrace/Kuhio Homes.

Executive Director Ouansafi reported that there are other projects being considered for redevelopment, such as Lanakila Homes and two Kauai properties. The HPHA has started the process and will come to the Board before moving forward.

Executive Director Ouansafi reported that the HPHA issued a Notice of Intent for the environmental review for the redevelopment at School Street. Another community meeting was held on October 18, 2017. There were many members from the community who came to share their input, including the same 5 individuals who are vocal opponents of the project. Based on the community meetings, the HPHA will likely propose approximately 800 elderly affordable rental units.

The HPHA's development partner continues to work on a NEPA review for the Mayor Wright Homes redevelopment.

**For Information/Discussion:**

**Update from Board Task Force to Establish Benchmarks for HPHA's Leadership and Evaluate Performance of the HPHA's Programs, and Appointment of New Task Force to Initiate Evaluation of HPHA Executive Director and Executive Assistant**

Chairperson Shim announced that Director En Young would be resigning his position on the HPHA's Board of Directors. He is moving to Oahu and will no longer be able to represent the island of Hawaii. Director Young was a member of the original task force that was working on benchmarks for HPHA's leadership. Due to Director Young's departure from the Board of Directors, Chairperson Shim dissolved the original Board task force. Chairperson Shim appointed a new Board task force to establish benchmarks and evaluate performance of the HPHA's Programs, and the Executive Director and Executive Assistant. The new task force would include a review of the Executive Assistant. Director Darcy volunteered to join the newly established task force.

Director Darcy commented that she appreciates the leadership and experience that Director Young brought to the Board of Directors. Chairperson Shim agreed that the resignation of Director Young will be a loss to the HPHA.

Director Young expressed his appreciation for the Board members and commented that it has been a privilege to serve on the Board and to be a part of the important decisions being made by the Board.

Director Darcy encouraged the other Board members to do some succession planning for individuals to take their place in the future and ensure that the work and mission of the HPHA continues.

Director Medeiros requested for a recess at 10:03 am. The meeting reconvened at 10:08 am.

Director Young left the meeting at approximately 10:08 am.

Chairperson Shim would like the new task force to work expeditiously, but be diligent in their review of the enormity of responsibility assigned to the Executive Director and Executive Assistant. Chairperson Shim established a new task force which includes Director Darcy, Director Oh, Director Medeiros, and himself. The goal is for the Board surveys to be completed prior to the next Board meeting and the results would be reviewed at the next meeting.

**For Information/Discussion:**

**Employment Contract for HPHA Executive Assistant Barbara Arashiro**

**Director Medeiros moved,**

**To go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(2) to consider the hire and evaluation of an officer where consideration of matters affecting privacy will be involved, and/or section 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 related to this agenda item.**

The motion passed unanimously.

The Board entered into Executive Session at 10:11 am and reconvened at 10:43 am.

### **Executive Director's Report**

- Executive Director Ouansafi reported on program statistics and accomplishments (found in the Board packet) for the Section 8, Public Housing, and Rent Supplement Program.
- Executive Director Ouansafi reported that the HPHA received a score of 100 under the Section Eight Management Assessment Program (SEMAP). Although the HPHA certified a conservative score of 97 for itself, HUD conducted a review and issued a final score of 100.
- Executive Director Ouansafi reported that over the last several years, every asset management project (AMP) has been able to improve its physical inspection scores. Nearly half of the properties are rated in the 90's.
- Executive Director Ouansafi reported that the HPHA continues to review and monitor payments under the Rent Supplement program. Due to the increased lease-up under the state-funded program, the HPHA will need to project when the program will be over leased and determine whether subsidies need to be decreased. Since the HPHA was given an additional position last legislative session, leasing rates increased significantly.
- The HPHA is partnering with the Hawaii Housing Finance and Development to study the fair market rents (FMR) in Hawaii. The goal is to have HUD increase the FMR in Hawaii, which will in turn increase subsidies for Hawaii.

Chairperson Shim requested an update on recruitment and vacant personnel positions at HPHA.

Executive Director Ouansafi reported that HPHA has been aggressively recruiting applicants for its vacant positions. In several cases, the ability to pay a competitive wage has curtailed the HPHA's recruitment efforts. Executive Director Ouansafi has

continuing concerns that other State agencies, who perform similar work are able to recruit the HPHA's staff by offering higher wages. He will meet with the Chief of Staff and the Governor's Office on proposed strategy to address the HPHA's staffing concerns.

**Director Smith moved,**

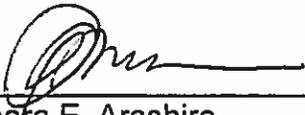
**To adjourn the meeting.**

**The motion was unanimously approved.**

The meeting was adjourned at approximately 11:05 am.

**MINUTES CERTIFICATION**

Minutes Prepared by:

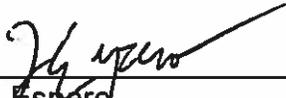


Barbara E. Arashiro  
Executive Assistant

**NOV 16 2017**

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on November 16, 2017 [ ] As Presented [ ] As Amended



Director Jason Espero  
Board Secretary

**NOV 16 2017**

Date