

**HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
REGULAR BOARD OF DIRECTORS MEETING
1002 North School Street, Building A Boardroom
Honolulu, Hawaii 96817
Thursday, May 17, 2018
9:00 a.m.**

AMENDED 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, April 19, 2018
- B. Executive Session Minutes, February 15, 2018 (not for public distribution)

IV. FOR ACTION

- A. **Motion:** To Appoint Malia Ah Nee to the Maui Eviction Board for a Four-Year Term Starting May 1, 2018 and Ending April 30, 2022 as a Resident and Floating Resident Board Member

V. FOR INFORMATION/DISCUSSION

- A. **For Information:** Update on Legislative Actions During the 2018 Legislative Session that Directly Impact the Hawaii Public Housing Authority
- B. **For Discussion:** Status of the Voluntary Compliance Agreement (VCA) with the United States Department of Housing and Urban Development related to Hawai'i Disability Rights Center v. Hawaii Public Housing Authority, HUD Case No. 09-16-0001-4, and Related Correspondence

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 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 this matter.

- C. **For Information:** Update on Redevelopment Projects Mayor Wright Homes, Kuhio Park Terrace Low Rise/Kuhio 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 Mayor Wright Homes, Kuhio Park Terrace Low Rise/Kuhio Homes and HPHA's School Street Administrative Offices.

VI. FOR ACTION

- A. **Motion:** To Delegate Authority to the Executive Director to Make Temporary Assignments (TA) and Establish Compensation for TA for the Executive Assistant, Chief Financial Management Advisor, Property Management Branch Chief, Chief Planner, and Redevelopment Officer

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.

- B. **Motion:** To Approve the HPHA Board of Directors' Evaluation Forms for the HPHA Executive Director and the HPHA 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 evaluation of an officer for consideration of matters affecting privacy will be involved, 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 this motion.

VII. FOR INFORMATION/DISCUSSION

- A. **For Discussion:** Employment Contracts of the Hawaii Public Housing Authority's 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 evaluation of an officer for consideration of matters affecting privacy will be involved, 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 this agenda item.

- B. For Discussion:** Compensation for the Hawaii Public Housing Authority's Executive Director, Executive Assistant, Chief Financial Management Advisor, Property Management Branch Chief, Chief Planner and Redevelopment Officer

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

Executive Director's Report:

- Financial Report for the Month of March 2018 Financial Report is provided to the board in the monthly packet.
- The Report on Contracts Executed During April 2018 and Planned Solicitations for May/June 2018 are provided to the Board in the monthly packet. No formal report is planned.
- Public Housing Occupancy/Vacancy Report; Federal Public Housing; Eviction Hearings for the Month of April 2018.
- Report on Activities Related to the Kilauea East Rift Zone Incident
- Obligation and Expenditure Status for Design and Construction Projects Funded Under the Federal Capital Fund Program (CFP) and the State Capital Improvement Program (CIP).
- Section 8 Subsidy Programs Voucher: Voucher Lease-up and Pending Placements; Update on Rent Supplement Program.

If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Jennifer Menor 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, MAY 17, 2018
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, May 17, 2018. At approximately 9:26 a.m., Chairperson Pono Shim called the meeting to order 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 George DeMello
Director Albert Alapaki Nahale-a
Director Myoung Oh
Director Laura Smith

Deputy Attorney General Jennifer Sugita
Deputy Attorney General Klemen Urbanc

EXCUSED: Director Lisa Darcy
Designee Lila King

STAFF PRESENT: Hakim Ouansafi, Executive Director
Barbara Arashiro, Executive Assistant
Rick Sogawa, Contracts & Procurement Officer
Renee Blondin-Nip, Hearings Officer
Chong Gu, Chief Financial Officer
Kevin Auger, Development Specialist
Robei Broadous, Property Management Branch Chief
Benjamin Park, Planner
Sarah Beamer, Planner
Jennifer Menor, Secretary

OTHERS PRESENT (and signing in as):
Roy Nakamura, Kalakaua Homes resident
Wanda Camara, Ko'olau Village resident
Andrew Nakoia Sr., Mayor Wright Homes resident
Elizabeth Irvine, Lanakila Multi-Purpose Senior Center
U'i Goods, Medical-Legal Partnership for Children in Hawaii
Susie Chun Oakland, Lanakila Multi-Purpose Senior Center

Chairperson Shim asked for a moment of pause in reflection for the people of the Hawaii Island, who are being affected by the volcano activity.

(Barbara arrived to the meeting at 9:28 a.m.)

Public Testimony

Chairperson Shim stated that the Board would accept public testimony on any item relevant to the agenda. 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.

Roy Nakamura, Kalakaua Homes resident, questioned whether an evicted tenant is allowed to stay with another tenant in the same building, especially if a no trespassing notice was issued. Mr. Nakamura alleged that tenants are allowing their friends into the building, which is documented on surveillance camera. Mr. Nakamura questioned the definition of smoking within the public housing program. Some tenants feel that the smoking prohibition does not apply to medical marijuana. Mr. Nakamura requested that the restrooms in the building's common area be left open 24 hours. He stated that homeless individuals are sleeping in the laundry room and recommended that the laundry room be locked at night.

Wanda Camara, resident at Koolau Village, provided copies of written testimony. She explained that at Koolau Village there are 4 units on the first floor, which are primarily used by disabled. Ms. Camara lives on the second floor. She testified that upon placement into housing, a yard area was assigned to her. Ms. Camara stated that she was previously allowed to maintain a storage shed on the property, where she stored her lawn mower. Recently, however, the Manager requested that all tenants remove their storage containers and explained that many tenants are not keeping their storage containers in good condition. Ms. Camara is requesting that tenants be allowed to have storage containers and only those who do not upkeep their containers should be made to remove theirs from the property.

Andrew Nakoa Sr., Mayor Wright Homes resident, stated that tenants are only allowed one cable box per unit. He feels that tenants should be allowed to have more than one cable box if they wish. Mr. Nakoa feels that the security guards are not patrolling the property adequately. They are only patrolling the parking lot area and not checking between the buildings. Mr. Nakoa stated that incidents are occurring behind the buildings, such as kids playing and throwing balls against the windows. Mr. Nakoa complained that the AMP recently informed the tenants that they need to clear out the back of their units. Mr. Nakoa believes that tenants should be allowed to store items on the patio area. He also complained that many Micronesian families are drying their laundry outside and it looks unsightly. Mr. Nakoa testified the he has concerns regarding lead based paint, asbestos and sewage during the redevelopment of Mayor Wright Homes.

(Director Medeiros arrived at 9:39 a.m.)

Approval of Minutes:

Director Espero moved,

To approve the Regular Meeting Minutes for April 19, 2018.

The minutes were unanimously approved as presented.

Chairperson Shim deferred the approval of the Executive Session minutes for February 15, 2018 to a later date.

Director Smith moved,

To Amend the Agenda to Add a Report from the HPHA's Board Finance Task Force on the Operating Budget

The motion was unanimously approved.

Director Espero reported that the Board's Finance Task Force met with Executive Director Ouansafi, Executive Assistant Arashiro, and Chief Financial Officer Chong Gu to discuss the Operating Budget for FY 2018-2019. The Task Force recognized that the proposed budget is very complicated due to the numerous funds and budgets that need to feed into the overall agency budget. There were many drafts that were crafted, over the last several months, in order to get the budget as accurate as possible.

Director Smith reported that the Section 8 voucher program has two budgets: 1) housing assistance payments (HAP), and 2) administrative costs. The agency goal is to increase the federal appropriation for HAP incrementally by utilizing HPHA's cost savings in administrative expenses for HAP. HPHA is appropriated funds based on lease up in the previous year. By slowly increasing the HAP expenditures, the HPHA can earn more HAP each year and thus help more families.

Director Smith reported that the HPHA may need to make adjustments on the PBCA budget. The goal is to keep the profits and losses close to break even.

Director Smith reported that there is a potential for the Rent Supplement Program to end based on the \$1.0 million shortfall in the state appropriation for that program. HPHA continues to work with DHS and the Homeless community. The staff are still working on the budget and a more refined draft is already being prepared.

Director Espero reported that due to reduction in general fund appropriations from the budget request, a lot of people will be affected. The shortfall in funding for the Rent Supplement program was a red flag for the Task Force. Director Espero strongly urged the Department of Human Services to assist and identify homelessness prevention funds to keep the program fully funded.

Chairperson Shim asked how many families would be affected by the program cut.

Executive Director Ouansafi reported that all 450+ families may have to be terminated, due to the lack of adequate funds for the program.

Chairperson Shim thanked the Board Finance Task Force for their report and officially terminated the Task Force.

FOR ACTION

Director De Mello moved,

To Appoint Malia Ah Nee to the Maui Eviction Board for a Four-Year Term Starting May 1, 2018 and Ending April 30, 2022 as a Resident and Floating Resident Board Member

Executive Director Ouansafi explained that the eviction board members are made up of volunteers from the community. Malia Ah Nee is employed with the University of Hawaii Maui College in the Information Technology Department. Ms. Ah Nee is a resident in good standing at Kahekili Terrace.

The motion was unanimously approved.

FOR INFORMATION/DISCUSSION

For Information:

Update on Legislative Actions During the 2018 Legislative Session that Directly Impact the Hawaii Public Housing Authority

(Director Medeiros left the meeting at 9:58 a.m. and returned at 10:02 a.m.)

Executive Director Ouansafi provided an update on legislative actions during the 2018 legislative session as follows:

- The legislature appropriated \$21.5 million in CIP funds for the HPHA. The request from the Governor was \$29.0 million. The budget also includes \$4.5 million for predevelopment and planning activities for the redevelopment at

Mayor Wright Homes. HPHA needs to readjust its priorities and determine which capital improvements need to be deferred based on the \$21.5 million appropriation.

- Governor Ige requested \$2.5 million in total funds for the Rent Supplement program. The Legislature approved \$1.5 million. Rent Supplement is a low cost way to keep families successfully housed. Although the program is small in relation to the larger State budget, it's significant to the families that will lose their subsidy and could become potentially homeless.
- 28 positions from HMS 220 and 8 positions HMS 222 (Section 8) were abolished during the legislative session. HPHA is analyzing the impact of the loss of positions to our budget and operations.
- H. B. 2359 Provides that certain areas within Hawaii Public Housing Authority housing projects are closed to the public and amends criminal trespass in the second degree to permit the prosecution of an unauthorized entry or a violation of a written prohibition to enter into the subject housing projects.
- H. B. 2357 Creates an eviction process for the Hawaii Public Housing Authority's state low-income housing projects or programs and elder or elderly housing.
- H.B. 2358 Excludes from the definition of "public lands" lands set aside by the Governor to the Hawaii Public Housing Authority or lands to which the Hawaii Public Housing Authority, Department of Education, Hawaii State Public Library System, or Hawaii Health Systems Corporation holds title. Requires legislative approval of the sale or gift of lands set aside by the governor to the Hawaii Public Housing Authority or lands to which the Hawaii Public Housing Authority, Department of Education, Hawaii State Public Library System, or Hawaii Health Systems Corporation holds title. This bill was not assigned House conferees and was killed during the session.
- S.B. 2783 This Administrative Bill aligns the smoking prohibition statute of the HPHA with the U.S. Department of Housing and Urban Development's (HUD) "smoke-free" policy by increasing the smoke-free zone around certain areas and buildings in public housing projects, state low-income housing projects, and elder or elderly housing from twenty (20) to twenty-five (25) feet.

In the previous fiscal year, the central office cost center (COCC) used its administrative fees to support the families in the Rent Supplement program. However, based on the review of the budget, the COCC cannot continue to sustain the program with its fees. The non-profit community supports the Rent Supplement Program and HPHA will continue to work with DHS to look for alternatives.

Chairperson Shim questioned whether all forms of smoking (e.g., cigarettes, medical marijuana, and vaping) are banned in public housing.

Executive Director Ouansafi clarified that the State law prohibits smoking and vaping electronic cigarettes in certain areas (e.g., places of employment). All federal properties ban the use of marijuana. Tenants are subject to eviction if violations are issued. The use of medical marijuana is not banned on state properties, but smoking is still prohibited.

Executive Director Ouansafi thanked the Planning Office staff, Benjamin Park and Sarah Beamer for their work during the legislative session. Deadlines during the legislative session are short (often less than 24 hours) and they did a good job meeting those deadlines.

Chairperson Shim thanked all the staff for their efforts.

For Discussion:

Status of the Voluntary Compliance Agreement (VCA) with the United States Department of Housing and Urban Development related to Hawai'i Disability Rights Center v. Hawaii Public Housing Authority, HUD Case No. 09-16-0001-4, and Related Correspondence

Executive Director Ouansafi reported that the Voluntary Compliance Agreement (VCA) is a priority for the HPHA. Approximately \$55M of federal funds have been spent on making improvements to increase housing inventory across the state. Budgeting 5% for ADA and 2% for hearing impaired.

The Hawaii Disability Rights Center filed a complaint with HUD, alleging that HPHA failed to meet the requirement for the appropriate percentage of accessible units established. HUD's findings stated that HPHA meets the required amount of accessible units, but noted 497 deficiencies that need to be corrected.

HPHA reviewed the report and disagreed with the findings. HUD used the Uniform Federal Accessibility Standards (UFAS) and disregarded the 2010 Americans with Disability Act Accessibility standards as an acceptable measurement.

Executive Director Ouansafi requested to go into Executive Session.

Director Espero moved,

The Board to go into executive session pursuant to Hawaii Revised Statutes sections 92-4 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 this matter.

The motion was unanimously approved to go into executive session.

The Board entered executive session at approximately 10:13 a.m.

The Board reconvened at approximately 10:43 a.m.

Chairperson Shim reported that the Board consulted with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities related to this matter.

Chairperson Shim called for a short recess. The Board reconvened at approximately 10:55 a.m.

For Information:

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

Executive Director Ouansafi provided an update on the HPHA's redevelopment projects:

1. Mayor Wright Homes: Urging HUNT to move expeditiously on the redevelopment effort.
2. Kuhio Park Terrace: HPHA is waiting to close any outstanding issues with the Michaels Development Company to move forward with Phase II redevelopment.
3. School Street: The HPHA and its master developer will continue with community meetings.
4. Legal Counsel: Reno & Cavanaugh was selected to assist with redevelopment.

FOR ACTION

Director Nahale-a moved,

To Delegate Authority of the Executive Director to Make Temporary Assignments (TA) and Establish Compensation for TA for the Executive Assistant, Chief Financial Management Advisor, Property Management Branch Chief, Chief Planner, and Redevelopment Officer

Executive Director Ouansafi recommended that the Board reaffirms its previous actions where the Executive Director has delegated authority to make temporary assignments and establish compensation for temporary assignments. Although this was previously discussed in 2014, DHS stated that it needs to be clarified. Executive Director Ouansafi explained the definition of "temporary assignment".

Chairperson Shim commented that this would be situational and asked for clarification where Chief Financial Management Advisor, Chong Gu, would be running operations while both Executive Director Ouansafi and Executive Assistant Arashiro are travelling.

Executive Director Ouansafi confirmed that this would be an example of a temporary assignment. He also added that although they are away on travel, both Executive Assistant Arashiro and he are always in contact with the staff via phone and email.

The motion was unanimously approved.

Director Espero moved,

To Approve the HPHA Board of Directors' Evaluation Forms for the HPHA Executive Director and Executive Assistant

Chairperson Shim reported that the HPHA's Deputy Attorney Generals assisted with the final draft of the evaluation forms, which have been distributed for the Board's consideration.

Director Espero asked if the evaluations will be completed as a Board or if a separate Task Force will be created.

Chairperson Shim confirmed that the evaluation forms are for the Board to complete. The task force was responsible to create the evaluation form, and each Board member will complete the evaluation forms.

Director Nahale-a moved,

The Board to go into executive session pursuant to Hawaii Revised Statutes sections 92-4 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 this action and Executive Director Ouansafi's question/request.

Executive Director Ouansafi asked whether the Board intended to discuss the next agenda item in executive session.

Chairperson Shim stated that each item would be discussed separately.

The motion was unanimously approved to go into executive session.

The Board entered executive session at approximately 10:43 a.m.

The Board reconvened at approximately 11:21 a.m.

Chairperson Shim reported that the Board consulted with the its attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities related to the Board evaluation form and the request to make it available for review by the Executive Director and the Executive Assistant.

Chairperson Shim stated that the Board would like to expedite the drafting of the evaluation forms and clarified that the draft forms are based on the position descriptions.

Director Oh questioned whether the evaluation form was based on a point system. He expressed concern that if there are questions that are not applicable or if a Board member doesn't have adequate information to answer, that it has the potential of pulling down the median or total score. Based on the lack of knowledge or facts, Director Oh suggests that Board members be allowed to leave those questions blank. He noted that the evaluation form doesn't have any "not applicable" (N/A) or "no comment" options available.

Director Medeiros feels that all questions should be applicable as the evaluation forms are based on the position descriptions. However, she isn't sure how to proceed if a Board member isn't able to answer certain questions. Director Medeiros asked if the Board is allowed to discuss their evaluations with each other.

Deputy Attorney General Sugita stated that a discussion can occur at a Board meeting. She offered options: 1) have a Special Meeting where the Board evaluates as a group or 2) the Board approves the current draft of the evaluation form, completes it on their own and then meets to discuss the evaluation at a Special Meeting.

Director Smith suggested that the form includes a description of each rating per question and Board members should use that description in completing the evaluations. For example, 5 points means "outstanding". Director Smith also noted that there are no signature lines on the form.

Deputy Attorney General Sugita stated that the Board can write in their name and sign on their individual survey. Chairperson Shim confirmed this is sufficient.

Director Medeiros stated that there's a math behind each category for this particular matrix.

Director Oh clarified that the evaluation is more about the substance and meaning behind each rating, rather than the point value.

Executive Director Ouansafi shared that his management staff are asked to complete a self-evaluation which is discussed together. Executive Director Ouansafi feels that this may also help the Board with their evaluation form.

Director Nahale-a, Director Oh, and Chairperson Shim agreed with Executive Director Ouansafi's suggestion and requested that the Executive Director and Executive Assistant conduct self-assessments. Chairperson Shim stated that this would greatly contribute to the Board discussion when they compile the results of the evaluation form.

Chairperson Shim proposed holding a Special Board Meeting. He confirmed that the Board members, Executive Director Ouansafi and Executive Assistant Arashiro will complete the evaluation form. Chairperson Shim will accept all of the evaluation forms at the time of the Special Meeting to compile, discuss and evaluate.

The Board agreed to hold a Special Board Meeting on June 4, 2018 at 2 p.m.

The motion was unanimously approved.

Executive Director Ouansafi thanked the Board for their work and time on the evaluation form.

FOR INFORMATION/DISCUSSION

For Discussion:

Employment Contracts of the Hawaii Public Housing Authority's Executive Director and Executive Assistant

Chairperson Shim requested to combine the discussion on employment contracts with the discussion on compensation.

Director Smith moved,

The Board go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(2) to consider the evaluation of an officer for consideration of matters affecting privacy will be involved, 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 employment contracts of the HPHA's Executive Director and Executive Assistant and compensation for the HPHA's Executive Director, Executive Assistant, Chief Financial Management Advisor, Property Management Branch Chief, Chief Planner and Redevelopment Officer

The motion was unanimously approved to go into executive session.

The Board entered executive session at approximately 11:41 a.m.

The Board reconvened at approximately 12:11 p.m.

(Director Medeiros left the meeting during executive session.)

Chairperson Shim reported that the Board consulted with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities related to the two agenda items.

Executive Director's Report:

- Executive Director Ouansafi reported that what's happening on the Big Island could potentially affect some of the housing properties that HPHA has there. As a result, HPHA contacted HUD and asked to put 13 of the vacant units into one of the federal properties to make it available to the first responders and those that are affected.

Chairperson Shim asked what properties are being affected.

Executive Director Ouansafi reported that the two properties affected are Hale O Aloha Puna (elderly housing) and Pahala.

Executive Director Ouansafi reported that the properties are close to the volcanic ashes, so HPHA is monitoring the situation at least twice a day. Masks were distributed to the tenants and multiple calls are made to them offering assistance. Reasonable accommodations were approved for those with respiratory issues, such as offering a permanent move from the area. Staff were sent to the Big Island on May 16, 2018 and noticed a crack in the road, which could affect the length of time to get to the properties. HPHA staff is going door-to-door to the tenants to check on their plans if a mandatory evacuation is ordered.

HPHA is working with HUD to possibly use the public housing units for evacuees and emergency workers. Under the Governor's emergency proclamation, HPHA is able to expeditiously secure materials and services without having to go through the usual procurement process.

At 4:17 a.m., May 17, 2018, Civil Defense reported there was an explosive eruption at Kilauea Summit. The resulting ash plume will cover the surrounding area.

HPHA also contacted the current contractor working at Lanakila Homes to discuss repair of additional units. HPHA may utilize its CIP funding for this project. However, repair of the elevators and health and safety repairs are generally a priority before any other project.

Executive Director Ouansafi reported no tenants and workers being affected on the Big Island.

- Executive Director Ouansafi reported management changes at AMP 35. Stephanie Fo has been deployed from the PMMSB office on special assignment and will be working at AMP 35 on a full-time basis as the manager for about a year until things are straightened out.

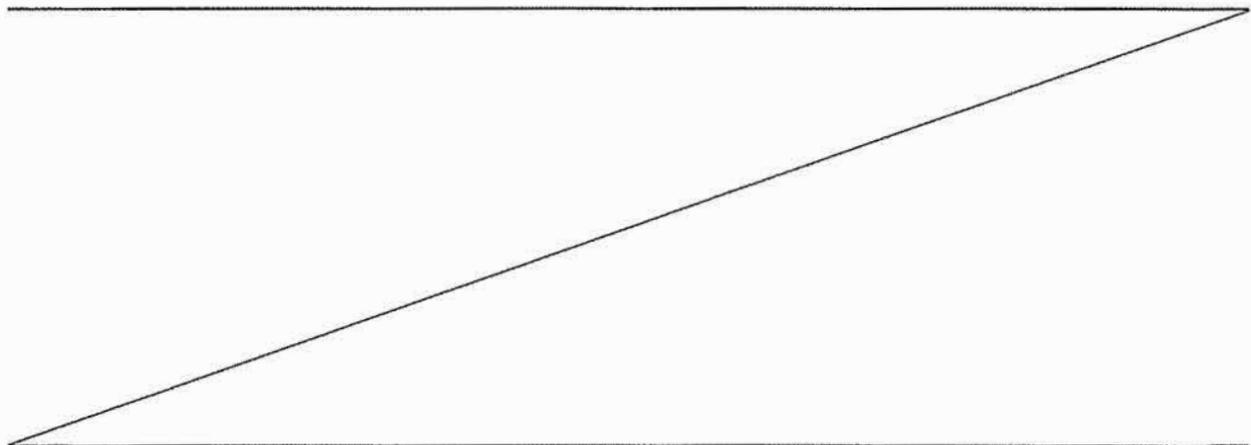
Executive Director Ouansafi stated that HPHA was appropriated two positions during the past legislative session that are to be established specifically for hard to manage areas/properties. HPHA is considering adopting flexible working hours. For example, an employee could start at 10:00 a.m., work until early evenings, or work Saturdays and Sundays, to monitor when activities tend to take place.

- Executive Director Ouansafi reported that there were 37 vacancies in public housing last month, and HPHA moved in 39 families.
- Executive Director Ouansafi will schedule a meeting to discuss the Rent Supplement Program.
- Executive Director Ouansafi updated that Section 8 continues to operate on 100%. HPHA depleted all HUD-held program reserves which were held for housing assistance payments. 66 families are in search of housing.
- HPHA submitted a joint letter with City & County asking HUD to exempt Honolulu from the Small Area FMR calculations. The four-page letter explains why Hawaii is unique and that there's a shortage of housing inventory.

(Robei Broadous entered the meeting at 12:21 p.m.)

- Executive Director Ouansafi re-introduced Robei Broadous to the Board.

Chairperson Shim recapped that there will be a Special Board Meeting on June 4, 2018 at 2 p.m.



With no further business to conduct and no quorum present, Chairperson Shim adjourned the meeting.

The meeting adjourned at approximately 12:23 p.m.

MINUTES CERTIFICATION:

Minutes Prepared by:

Jennifer K Menor 06/21/18
Jennifer K. Menor Date
Secretary

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on June 21, 2018 [] As Presented [] As Amended

Jason Espero JUN 25 2018
Director Jason Espero Date
Board Secretary