

**HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
REGULAR BOARD OF DIRECTORS MEETING
1002 North School Street, Building A Boardroom
Honolulu, Hawaii 96817
Thursday, May 21, 2020
9:00 a.m.**

AGENDA

**THIS MEETING WILL BE HELD VIA TELECONFERENCE CALL OR OTHER
ALTERNATIVE MEANS OF COMMUNICATION ONLY INCLUDING BOARD
MEMBERS, STAFF, DEPUTY ATTORNEYS GENERAL, AND THE PUBLIC.**

The Governor's Seventh Supplementary Proclamation dated May 5, 2020, suspended Chapter 92, HRS, Part I. Meetings, to the extent necessary to enable Boards to conduct meetings without any board members or members of the public physically present in the same location.

In consideration of the current COVID-19 situation, the HPHA's offices are closed to the public. Individuals may submit written testimony up until the date/time of the meeting which will be distributed to Board members. You may submit written testimony via email to jennifer.k.menor@hawaii.gov or by U.S. mail to PO Box 17907, Honolulu, HI 96817.

The public may participate in the Board meeting as it happens via Zoom app at: <https://zoom.us/j/97998892527?pwd=LzJNYUF1WTZQMTZPc0Qvd3ZsVFhqQT09>. (Please click on this link.) When prompted, enter the Meeting ID: 979 9889 2527 and the Password: 3XQV3P.

Alternatively, testifiers may also participate via telephone by calling: 1-669-900-6833. When prompted, callers should enter the Meeting ID: 979 9889 2527 and the Password: 572951. The Board will consider public testimony on any item relevant to this 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.

I. CALL TO ORDER/ESTABLISHING QUORUM

II. PUBLIC TESTIMONY

The Board will consider public testimony on any item relevant to this 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.

III. APPROVAL OF MINUTES

Regular Meeting Minutes, April 16, 2020

IV. DISCUSSION AND DECISION MAKING

- A. Finance Task Force Update and Report on HPHA's Operating Budget for Fiscal Year July 1, 2020 through June 30, 2021
- B. To Authorize the Executive Director to Undertake All Actions Necessary to Accept, Expend, and Implement Additional Federal Funds Awarded to the Hawaii Public Housing Authority for the Operation and Administration of its Housing Programs as Allocated Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020
- C. To Approve Property Specific Utility Allowance Rates Provided by National Facility Consultants for the Fiscal Year July 1, 2020 to June 30, 2021, for the Federal Low-Income Public Housing Program and to Authorize the Executive Director to Implement the Utility Allowance Rates Effective July 1, 2020
- D. To Approve the Settlement Agreement in Yuen, Lam Norma v. Hawaii Public Housing Authority, HUD File No: 09-20-0005-8, and to Authorize the Executive Director to Take All Actions Necessary to Carry Out the Agreement

(The Board will 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 Yuen, Lam Norma v. Hawaii Public Housing Authority, HUD File No: 09-20-0005-8.)

- E. Board Task Force Update and Status Report on Task Force Discussions Regarding HPHA's Administrative Policies on Redevelopment Activities
- F. Update on Mayor Wright Homes Redevelopment Project (Tax Map Key No.: 1-7-029-003-0000)

(The Board will go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(3) to deliberate concerning the authority of persons designated by the Board to negotiate the acquisition of public property, and 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 matter.)

- G. To Approve the Memorandum of Understanding (MOU) Between the Hawaii Housing Finance Development Corporation (HHFDC) and the Hawai'i Public Housing Authority (HPHA), Which Defines Their Respective Roles and Responsibilities for Preparing Conceptual Infrastructure Master Plans For State-Owned Parcels in the Iwilei Neighborhood, Including Supporting Engineering Studies to Determine Infrastructure Improvements (Water, Sewer, Drainage, Roadway, and Electrical) Needed to Support the Development of HPHA Owned Land Parcels and Other State-Owned Land Parcels to Provide an Opportunity for Affordable Housing and Mixed-Use Development in a Smart-Growth And Transit-Oriented Development Setting

V. REPORTS

- A. Executive Director's Report: Monthly reports are included in the Board packet. No formal report is planned.
- Financial Report for the Month of March 2020
 - Report on Contracts Executed During April 2020 and Planned Solicitations for May 2020
 - Legislative Matters and Updates
 - Public Housing Occupancy/Vacancy Report; Federal Public Housing; Eviction Hearings for the Month of April 2020.
 - Obligation and Expenditure Status for Design and Construction Projects Funded Under the Federal Capital Fund Program (CFP) and the State Capital Improvement Program (CIP). Report on closed contracts.
 - Section 8 Subsidy Programs Voucher: Voucher Lease-up and Pending Placements; Update on Rent Supplement Program.

The Board agenda for this meeting is available for inspection on the HPHA's website: <http://www.hpha.hawaii.gov/boardinfo/packets.htm>.

HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE REGULAR MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING A
HONOLULU, HAWAII 96817
ON THURSDAY, MAY 21, 2020
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 21, 2020. Pursuant to the Governor's Seventh Supplementary Proclamation dated May 5, 2020, suspending Chapter 92, HRS, Part I Meetings, to the extent necessary to enable Boards to conduct meetings without any board members or members of the public physically present in the same location, the Hawaii Public Housing Authority conducted the Board meeting by use of teleconference call or other alternative means of communication only without a physical quorum present in the boardroom at 1002 N. School Street, Honolulu, HI 96817. At approximately 9:10 a.m., Chairperson Hall called the meeting to order, held a roll call and declared a quorum present. Those present were as follows:

PRESENT: Director Robert Hall, Chairperson

PRESENT: Director Pono Shim, Vice-Chairperson
(Via Zoom) Director George De Mello, Secretary
Director Lisa Darcy
Designee Daisy Hartsfield
Director Roy Katsuda
Director Susan Kunz
Director Betty Lou Larson
Director Kymberly Sparlin
Director Todd Taniguchi

Deputy Attorney General Klemen Urbanc

STAFF PRESENT: Hakim Ouansafi, Executive Director
Barbara Arashiro, Executive Assistant
Kevin Auger, Redevelopment Officer
Jennifer Menor, Secretary to the Board

STAFF PRESENT: Bennett Liu, Acting Chief Financial Officer
(Via Zoom) Rick Sogawa, Contracts and Procurement Officer
Sarah Beamer, Acting Section 8 Subsidy Program Branch Chief
Becky Choi, State Housing Development Advisor
Benjamin Park, Chief Planner
Gary Nakatsu, Acting Contract Administration Supervisor
Deidra Ahakuelo-Kepa, Secretary

OTHERS PRESENT (via Zoom/teleconference):

Megan Glasheen, Reno & Cavanaugh
Lawrence Grisham, Reno & Cavanaugh
Desiree Kihano, Palolo Valley Homes
Suzanne Chun Oakland, Lanakila Multi-Purpose Senior Center
Joe Prochaska, Reno & Cavanaugh

Approval of Minutes

Director Larson moved,

To Approve the Regular Meeting Minutes of April 16, 2020

Director Larson referred to page 8 of the Board packet stating “Executive Director Ouansafi reported that HPHA asked HUD to consider the idea of suspending rent in Hawaii for a few months, but no response was received,” and asked for an update if there was any response that was made by HUD.

Executive Director Ouansafi reported that HPHA is not allowed to suspend the payment of rent. The HPHA is conducting interims rent certifications. Since rent is income-based, a tenant with a loss or reduction of income will continue to only pay 30% of their income.

The minutes were unanimously approved as presented.

Public Testimony

In consideration of the current COVID-19 situation, the HPHA’s physical office locations are closed to the public. Individuals were allowed to submit written testimony up until the date/time of the meeting which would be distributed to the Board members. The public was instructed to submit written testimony via email to jennifer.k.menor@hawaii.gov or by U.S. mail to PO Box 17907, Honolulu, HI 96817. The public was also allowed to participate via Zoom app or teleconference.

Chairperson Hall called for public testimony on any item relevant to this agenda.

Desiree Kihano, Palolo Valley Homes resident, commended the HPHA staff on their efforts and hard work.

Suzanne Chun Oakland, Lanakila Multi-Purpose Senior Center, expressed her support in the efforts of HPHA and their Board.

Chairperson Hall stated that HPHA's attorneys from Reno & Cavanaugh would be joining the meeting at 10 a.m. to discuss agenda item G. He also reported that a Special Meeting will be held within the next few weeks to discuss the following: 1) Kuhio Park Terrace redevelopment project, 2) HPHA's Operating Budget and 3) Report from the Board's Redevelopment Task Force.

Discussion and Decision Making

Finance Task Force Update and Report on HPHA's Operating Budget for Fiscal Year July 1, 2020 through June 30, 2021

Chairperson Hall reported that a draft budget was provided to the Board for their review. He stated that the Task Force have been working with HPHA and discussed the budget. Chairperson Hall asked Executive Director Ouansafi to highlight what the Board can expect at the next meeting.

Executive Director Ouansafi discussed two main concerns. He reported that HPHA was not able to secure \$750,000 needed to maintain participation for the Rent Supplement Program, as such HPHA will need to terminate program participation for RSP families if funding isn't appropriated. Executive Director Ouansafi expressed his hopes that the Legislative session will resume in June.

In addition, Executive Director Ouansafi reported on the Budget and Finance's inability to release funding for staff to complete certain repair/maintenance work. The administrative cost of managing the HPHA's capital improvement program is approximately \$2.5M. Since the State doesn't reimburse the Central Office Cost Center (COCC), the COCC budget ends with a deficit.

There were increases in costs for certain services, such as security services (mainly at the elderly housing properties) totaling approximately \$5.3M and extermination services totaling approximately \$2M.

Chairperson Hall acknowledged the complexity of HPHA's budget, which is divided amongst 39 different cost centers and recognized the agency's ability to balance the budget in the past. He is interested on collaborating on how HPHA could receive reimbursement for administrative costs to cover State CIP work. Chairperson Hall explained that the Rent Supplement Program is based on appropriations from the State. The goal is to maximize program benefits as much as possible, in the hopes that the Rent Supplement program participation won't need to be terminated.

Director De Mello explained how comprehensive the budget is. He acknowledged and thanked Executive Director Ouansafi and the HPHA staff for their hard work and commitment. Director De Mello recognized the importance of security and stated that there is a procurement process HPHA must follow. Although the best company isn't

always the most cost efficient, HPHA is working on improving the security which will be discussed further at the next Task Force meeting.

Chairperson Hall added the need for pest control at the housing properties, as the issue affects the ability to provide safe and sanitary housing for the community.

Designee Hartsfield asked if the operating budget includes any COVID-19 expenses.

Executive Director Ouansafi clarified that the operating budget only provides funding for usual agency operations. The CARES Act funding is separate from the operating budget.

Chairperson Hall stated that his understanding is that the CARES Act funding is being utilized for the current fiscal year.

Executive Director Ouansafi explained the process of expending funds under the CARES Act. Unlike regular Operating Funds, Supplemental CARES Act funds may not roll into a PHA's reserves and must be tracked and accounted for separately. HPHA anticipates expending all CARES Act funds.

Director Larson asked for clarification on the process of handling the Rent Supplement if funding is exhausted in February 2021.

(Director Shim left the room at approximately 9:34 a.m. and returned at approximately 9:36 a.m.)

Executive Director Ouansafi reported that if funding isn't received for this fiscal year, HPHA will be short approximately \$750,000 needed to provide for the existing rent supplement participants. HPHA has a variety of tools to address the shortfall: 1) To prorate all participants; or 2) To provide funds up until all funding is expended before having to terminate. Executive Director Ouansafi stated how HPHA was able to secure funding two years ago, with the aid of the Department of Human Service. HPHA's intention is to examine all available funding resources, where participant termination will be the last resort.

Director Larson discussed her concern of having all participants terminated, especially those of high-risk such as the elderly population. She was pleased to hear that HPHA is looking at all possible funding resources.

Executive Director Ouansafi clarified that HPHA's goal is to keep everyone housed. HPHA plans to engage with the community, non-profits and other agencies that could assist. If necessary, there is an Administrative process that HPHA will follow, which can be provided to the Board.

Director Katsuda moved,

To Authorize the Executive Director to Undertake All Actions Necessary to Accept, Expend, and Implement Additional Federal Funds Awarded to the Hawaii Public Housing Authority for the Operation and Administration of its Housing Programs as Allocated Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020

Executive Director Ouansafi reported that the CARES Act is specific. The CARES Act provided funding to prevent, prepare for, and respond to the coronavirus. HPHA received approximately \$4.128M for public housing (divided amongst the AMPs) and approximately \$560,000 for the Section 8 program. Under the CARES Act, HPHA is allowed to purchase PPE masks and cleaning supplies, make units ready for isolation, cover overtime for staff to conduct interim certification, install protective barriers, Section 8 administrative cost not related to HAP, etc. HPHA is responsible to track and report to HUD all expenditures related to COVID-19.

Initially, HUD stated that the CARES Act would provide funding for specific expenses incurred starting from May 1, 2020. After much feedback from the public housing agencies, HUD revised their guidelines to allow expenses to be covered starting from March 27, 2020.

Director Larson asked if the CARES Act funding is sufficient and asked if HPHA is able to gather supplies needed after December 2020.

Executive Director Ouansafi clarified that all expenditures must comply with federal requirements. Under the Supplemental CARES Act funds, PHAs must be able to account for the expenditures. Prior to receiving the CARES Act funds, HPHA has been preparing accordingly in order to keep its staff and the community safe.

Designee Hartsfield asked for clarification on whether the funds are provided as a reimbursement or if given in advance where HPHA needs to document how the monies are used.

Executive Director Ouansafi clarified that the funds for the Housing Choice Voucher Program are provided beforehand, while the funds for the federal public housing are distributed as reimbursements.

Director Larson referred to page 25 of the Board packet and asked if there are educational centers at the housing properties where laptops and WIFI are provided for children to utilize to aid in student education.

Executive Director Ouansafi reported that HPHA has teamed up with Spectrum to offer free hotspot and internet at ten housing properties. He explained that the laptops purchased were for the HPHA staff for teleworking capabilities. Due to the social distancing order, centers with laptops haven't been setup to eliminate groups from

congregating. However, HPHA is working on plans to assist the community once orders are lifted.

Director Shim indicated that Ms. Susie Chun Oakland has provided information and a question in the Zoom Group Chat.

Executive Director Ouansafi stated that HPHA will reach out to Ms. Oakland. HPHA continues to service the public and steps taken have been included on <https://www.hphaishereforyou.org/>.

Chairperson Hall discussed the importance of the CARES Act funding and how it'll impact those in need, such as the housing residents.

The motion was unanimously approved.

Director Shim moved,

To Approve Property Specific Utility Allowance Rates Provided by National Facility Consultants for the Fiscal Year July 1, 2020 to June 30, 2021, for the Federal Low-Income Public Housing Program and to Authorize the Executive Director to Implement the Utility Allowance Rates Effective July 1, 2020

Executive Director Ouansafi reported that the U.S. Department of Housing and Urban Development (HUD) has defined the total resident payment for "rent" to include both shelter and the costs for reasonable amounts of utilities.

In 2018, the HPHA contracted with National Facility Consultants (NFC) to develop an initial site-specific utility allowance study with options to include up to two annual updates. The newly established allowances reflect the actual reasonable utility consumption for an energy conservative household. Based on the study, HPHA anticipates the utility allowance amount to increase by \$2.00 - \$4.00. As a result, the tenant portion of their rent to HPHA will decrease by \$2.00 - \$4.00. A sample chart showing the utility allowance was provided in the Board packet on page 28.

Designee Hartsfield asked if the utility allowance chart shown on page 28 indicate monthly or annual totals, and if there are any concerns that the utility allowance amount would decrease.

Executive Director Ouansafi confirmed that the amounts shown are monthly payments, and stated having no concerns of a decrease.

The motion was unanimously approved.

For Information:

Update on Mayor Wright Homes Redevelopment Project (Tax Map Key No.: 1-7-029-003-0000)

Director Sparlin moved,

The Board go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(3) to deliberate concerning the authority of persons designated by the Board to negotiate the acquisition of public property, and 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 matter

The motion to go into executive session was unanimously approved.

The Board entered Executive Session at approximately 9:54 a.m.

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

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

Board Task Force:

Update and Status Report on Task Force Discussions Regarding HPHA's Administrative Policies on Redevelopment Activities

Chairperson Hall explained how the Board Task Force was able to explore and discuss all the development projects, including Mayor Wright Homes (MWH), with the assistance of Executive Director Ouansafi and his staff. Initially the Board Task Force was eager to establish development policies. Instead, Chairperson Hall stated that the Board Task Force will be presenting to the Board members at the June Special meeting a recommendation to track all the development work while looking at existing programs, federal public housing occupancy with the goal of maximizing housing and plans to maximize Section 8 and rental supplement.

The Board Task Force had the opportunity to review the redevelopment projects at School Street, KPT and MWH. Chairperson Hall reported that the Master Development Agreement (MDA) for the School Street redevelopment has been approved and the MDA for KPT will be ready for approval within the next month. The Board Task Force recognized the efforts of HPHA. Discussions with all Counties resulted in an opportunity to build additional housing at Lanakila Homes. Future plans include small clusters of units on existing property with the assistance of the HPHA staff (development, engineers and maintenance). The Board Task Force is looking at

creating a spreadsheet that will assess production alongside a timeline that will allow the Board of Directors to review the progress and/or delays monthly. The spreadsheet will also include variations of funding and community impact.

Director Katsuda discussed the hope is to provide instantaneous status of all the projects and expressed his support in the spreadsheet tool.

Director Taniguchi added that collaboration and knowledge are key. He expressed the significance of all Board members being well-informed in order to ask meaningful questions to grasp a better understanding to enhance their support for HPHA.

Chairperson Hall explained how the spreadsheet will quantify housing production and occupancy. The final Board Task Force meeting is scheduled to take place next week and anticipates to present a report at the Special Board meeting.

Director Larson was pleased that additional housing opportunities are being discussed and worked on. She expressed how HPHA is solely tasked by the State to look at the low-income population for housing. As more public housing is built, Director Larson explained the importance of maintaining focus and evaluating the income statistics and the AMI target. HPHA's mission is different from the mission of Hawaii Housing Finance & Development Corporation (HHFDC). Especially during this pandemic, Director Larson sought ideas on how to address those below the 60% AMI population, such as the 40-45% AMI population.

Chairperson Hall discussed the main intention of the spreadsheet tool is to provide an overall glimpse of each project, which will aid in identifying potential opportunities.

(Director Katsuda left the meeting at approximately 12:24 p.m.)

Director Darcy moved,

To Approve the Settlement Agreement in Yuen, Lam Norma v. Hawaii Public Housing Authority, HUD File No: 09-20-0005-8, and to Authorize the Executive Director to Take All Actions Necessary to Carry Out the Agreement

Director Larson moved,

The Board 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 Yuen, Lam Norma v. Hawaii Public Housing Authority, HUD File No: 09-20-0005-8

The motion to go into executive session was unanimously approved.

The Board entered Executive Session at approximately 12:26 p.m.

The Board reconvened at approximately 12:35 p.m.

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

The motion was unanimously approved.

Director Shim moved,

To Approve the Memorandum of Understanding (MOU) Between the Hawaii Housing Finance Development Corporation (HHFDC) and the Hawai'i Public Housing Authority (HPHA), Which Defines Their Respective Roles and Responsibilities for Preparing Conceptual Infrastructure Master Plans For State-Owned Parcels in the Iwilei Neighborhood, Including Supporting Engineering Studies to Determine Infrastructure Improvements (Water, Sewer, Drainage, Roadway, and Electrical) Needed to Support the Development of HPHA Owned Land Parcels and Other State-Owned Land Parcels to Provide an Opportunity for Affordable Housing and Mixed-Use Development in a Smart-Growth And Transit-Oriented Development Setting

Executive Director Ouansafi reported on a collaboration between HHFDC and HPHA. HHFDC will be preparing conceptual infrastructure master plans for the area where MWH is located, while allowing HPHA to review and approve what's presented. HHFDC has also entered into an Intergovernmental Agreement with the City & County addressing cost sharing.

Designee Hartsfield asked if the Deputy Attorney General's (AG's) Office has reviewed the proposed MOU, and, referring to page 57 of the Board packet (Section III), asked if there's a projected date of when the objectives will be met.

Executive Director Ouansafi confirmed that the MOU was reviewed by the AG's office. Redevelopment Officer Auger reported that the primary objective of HPHA's role is to help approve the consultant's work, which has been already completed. Moving forward, the focus is more on a cooperative effort to work with the consultant on the overall design and to outreach for community engagement to present the design. He projected the plans to take approximately one year.

Chairperson Hall expressed his support in this motion and commended HPHA on their hard work and efforts.

The motion was unanimously approved.

Executive Director's Report

Executive Director Ouansafi acknowledged the current pandemic situation, where all work presented has become urgent. He commended the hard work and commitment of his staff. While other entities have stayed home, HPHA staff continue to report to work and serve the community.

Executive Director Ouansafi reported the following:

- HPHA moved in 44 families during March. As of April 30, 2020, the total number of housing units offered were 53. HPHA is in the process of issuing 200 Section 8 vouchers.
- All interims have been expedited and completed. Rents were adjusted for those who lost their job.
- HPHA's www.hphaishereforyou.org website has been updated. Executive Director Ouansafi encouraged the Board to visit the website and recognized the efforts of his staff. A HPHA COVID-19 hotline has been included on the website. Emergency kits are available for families with a positive COVID-19 case.
- DOH had announced that seven people tested positive within public housing and that they were working with HPHA for several weeks. HPHA addressed the misinformation. The first tenant to get infected in March was from housing in Palolo, which isn't owned by HPHA.
- When HPHA was informed of active COVID-19 cases present within HPHA households, within 2-3 hours, staff went door-to-door to drop off additional masks with flyers and informed tenants of the situation. Within a few days, HPHA teamed up with 15 nurses and National Guards to outreach at Kalihi Valley Homes and conducted swabbing. No one tested positive.
- Safety measures continue at HPHA and no employees have tested positive for COVID-19.
- There's a fillable form on hphaishereforyou.org which is linked to a COVID email address, so that people may self-report if they have tested positive with the COVID-19 virus. This will help the HPHA to put its response plan into action.
- HPHA organized another outreach event that is scheduled for next week with the DOH nurses to visit Palolo Homes, owned and operated by Mutual Housing Association, to build awareness and provide information. Door-to-door statistics from HPHA community outreach, displayed on the hphaishereforyou.org website, revealed helpful information. Although 100% of households were provided masks,

approximately 30% of housing residents say they weren't familiar with recognizing COVID-19 symptoms and approximately 18% don't have access to health benefits.

Director Larson complimented Executive Director Ouansafi and his staff on their hard work. While watching the House and Senate hearings, she stated a key feature that's missing is strategic messaging to the community about the risks and how to reduce them. Director Larson mentioned how 1,500 people tested positive for COVID-19 while attending a funeral in Louisiana. She explained how stories can be beneficial in illustrating risks and ways to stay safe during this pandemic. Now that the State is reopening, Director Larson expressed the importance of educating the community.

Executive Director Ouansafi reported that the HPHA staff have been working on providing more guidance to the community as the State starts to reopen.

Director Larson commended HPHA on their efforts.

Director Shim recognized the work that HPHA is doing and asked how the HPHA staff are doing during this trying time.

Executive Director Ouansafi reported meeting with his staff. While many in the public are struggling with unemployment, the HPHA staff are grateful to still have a job. Safeguards were put in place (e.g., plexiglass) to keep the staff safe. Although HPHA is serving more now during this pandemic, the staff are doing well and accommodations were offered as needed. Executive Director Ouansafi and Executive Assistant Arashiro are committed to reporting into work every workday, especially during this time. Currently, there are no HPHA staff (300+) that have been tested positive for COVID-19. PPE and KN95 masks were provided to all staff and other departments that perform work with HPHA (e.g., Sheriff's Department). Maintenance staff were instructed not to enter occupied units unless it's an emergency. Maintenance staff are also well-equipped prior to entering any unit

Director Shim agreed with Director Larson on the significance of educating the community. He expressed the significance of staying socially connected. Rather than calling it "social distancing", he felt it would have been more impactful to consider saying "physical distancing, socially connecting". Director Shim explained why he calls COVID-19 "the virtual weed-whacker". For instance, for those who are weed-whacking usually wear protective gear and everyone usually keeps their distance to prevent themselves from being hit by debris. Director Shim expressed that like that of someone weed-whacking, keeping distance and using protective gear isn't personal but protective.

Designee Hartsfield, on behalf of DHS, thanked HPHA for all the PPE masks that were provided to their Department.

Director Darcy asked if there were any evictions last month and if there was any change due to COVID-19. If it were to become necessary for an eviction, she asked if there is a process.

Executive Director Ouansafi reported that there were no evictions under the eviction moratorium. All decisions are based on keeping both staff and tenants healthy and safe during the pandemic. Executive Director Ouansafi stated that families will only be evicted for health and safety violations, and no one will be evicted due to rent.

Executive Director Ouansafi added that HPHA received approximately \$5.6M CIP and \$2.5M for the School Street redevelopment.

Director Larson referred to page 96 of the Board packet and asked if any of HPHA's vacant positions were affected, as the Legislative have cut vacant positions statewide.

Executive Director Ouansafi reported that HPHA is mainly federally funded, so there was no impact to the HPHA's vacant positions.

Chairperson Hall commended his fellow Board members and was pleased with the collaboration.

Director Larson moved,

To Adjourn the Meeting

The motion was unanimously approved.

The meeting adjourned at 1:05 p.m.

MINUTES CERTIFICATION:

Minutes Prepared by:



Jennifer K. Menor
Secretary to the Board

JUN 25 2020

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on June 18, 2020 [] As Presented [] As Amended



George De Mello
Board Secretary

Jun 26, 2020

Date