HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
BOARD OF DIRECTORS MEETING
1002 North School Street, Building A Boardroom
Honolulu, Hawaii 96817
Thursday, September 17, 2020
9:00 a.m.

AGENDA - AMENDED

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 Twelfth Supplementary Proclamation dated August 20, 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 should submit written testimony no later than 12:00 noon on Tuesday, September 15, 2020 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/94552538211?pwd=cXNKcjNaa25VMWUzM2Z3VzlraExzdz09
When prompted, enter the Meeting ID: 945 5253 8211 and the Password: 7QBfwc

Alternatively, the public may also participate via telephone by calling: 1-669-900-6833. When prompted, callers should enter the Meeting ID: 945 5253 8211 and the Password: 018230. We request that meeting participants change the display on their device to show their first and last name to expedite rollcall. Please keep in mind that many devices will display your cellphone number if not changed.

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

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

Regular Meeting Minutes, August 20, 2020
Special Meeting Minutes, September 2, 2020

III. DISCUSSION AND/OR DECISION MAKING

A. To Adopt Payment Standards for the Hawaii Public Housing Authority’s (HPHA) Section 8 Housing Choice Voucher Program for Oahu Zip Codes Where the U.S. Department of Housing and Urban Development Has Required the Use of Small Area Fair Market Rent (SAFMR) Effective January 1, 2021; and to Authorize the Executive Director to Implement the Payment Standards, Including Making Adjustments to the Payment Standards Between 90% and 110% Based on Projected Housing Assistance Funding Shortfall with Adequate Notice to Program Participants

B. To (1) Adopt Amendments to Hawaii Administrative Rules (HAR) Entitled “Hawaii Public Housing Authority Section 8 – Housing Choice Voucher Emergency Rules Relating to COVID-19 Emergency”, Which: (a) Set Forth the Requirements for Use of a Lottery for Placement on the Section 8 Wait List; and (b) Applies to HAR Chapter 15-185 Section 8 – Housing Choice Voucher Program, and Amends Section 15-185-26 Regarding the Waiting List, to Provide Emergency Relief to Section 8 Tenants to Address the COVID-19 Emergency Declared by the Governor in his Emergency Proclamation for COVID-19 dated March 4, 2020, and Supplemental Proclamations dated March 16, 2020, March 21, 2020, March 23, 2020, March 31, 2020, April 17, 2020, April 25, 2020, May 5, 2020, May 18, 2020, June 10, 2020, July 17, 2020, August 6, 2020, and August 20, 2020; and (2) Authorize the Executive Director to Undertake All Actions Necessary to Make Non-Substantive and Technical Amendments and Implement these Rules

C. For Information: HUD Notification Regarding the Hawaii Public Housing Authority’s Final Section 8 Management Assessment Program (SEMAP) Score; HPHA’s High Performer Designation

D. For Information: Update on Redevelopment Project and Termination of the Master Developer at Mayor Wright Homes (Tax Map Key: 1-7-029-003-0000)
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 Project at Mayor Wright Homes.

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 July 2020
- Report on Contracts Executed During August 2020 and Planned Solicitations for September 2020
- Public Housing Occupancy/Vacancy Report; Federal Public Housing; for the Month of August 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.
The Board of Directors of the Hawaii Public Housing Authority held their Regular Board Meeting at 1002 North School Street, on Thursday, September 17, 2020. Pursuant to the Governor’s Twelfth Supplementary Proclamation dated August 20, 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 9:06 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
- Director Pono Shim, Vice-Chairperson
- Director Roy Katsuda, Secretary
- Director George De Mello
- Designee Daisy Hartsfield
- Director Susan Kunz
- Director Betty Lou Larson
- Director Leilani Pulmano
- 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
- Sarah Beamer, Acting Section 8 Subsidy Programs Branch Chief
- Becky Choi, State Housing Development Advisor
- Benjamin Park, Chief Planner
- Jennifer Menor, Secretary to the Board

**OTHERS PRESENT (via Zoom/teleconference):**
- Benjamin Edger, Michaels Development Company
- Emma Elliott, Reno & Cavanaugh
- Riley Fujisaki, House of Finance
- Megan Glasheen, Reno & Cavanaugh
Director Shim moved,

To Amend the Agenda to Include Approval of Minutes for the Special Meeting of September 2, 2020

The motion was unanimously approved.

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 no later than 12:00 noon on Tuesday, September 15, 2020 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 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.

There was no public testimony.

Approval of Minutes

Director Sparlin moved,

To Approve the Regular Meeting Minutes of August 20, 2020

Designee Hartsfield, Director Taniguchi and Director Kunz stated that they would be abstaining from the vote as they were not present at the meeting.
The minutes were approved as presented with three abstentions.

Director Katsuda moved,

To Approve the Special Meeting Minutes of September 2, 2020

Director De Mello stated that he would be abstaining from the vote as he was not present at the meeting.

The minutes were approved as presented with one abstention.

Discussion and Decision Making

Director Shim moved,

To Adopt Payment Standards for the Hawaii Public Housing Authority’s (HPHA) Section 8 Housing Choice Voucher Program for Oahu Zip Codes Where the U.S. Department of Housing and Urban Development Has Required the Use of Small Area Fair Market Rent (SAFMR) Effective January 1, 2021; and to Authorize the Executive Director to Implement the Payment Standards, Including Making Adjustments to the Payment Standards Between 90% and 110% Based on Projected Housing Assistance Funding Shortfall with Adequate Notice to Program Participants

Executive Director Ouansafi reported that the Small Area Fair Market Rent (SAFMR) is calculated by zip code in the metropolitan areas. SAFMRs are required to set the Section 8 payment standards in areas designated by HUD.

SAFMRs are intended to provide families residing in such areas with access to low-poverty areas by providing rental assistance at a level that makes the higher rents in such areas affordable to them.

The HPHA’s Section 8 HCV program is operated in the City and County of Honolulu of Honolulu and is considered a “Designated SAFMR PHA”.

The payment standard was last updated at the start of the federal fiscal year and the HPHA must adjust its payment standard no later than 3 months following the effective date of the change in the FMR. As such, the HPHA must make proposed changes no later than January 1, 2021 as some zip codes were impacted.

The SAFMR rule establishes zip code-based fair market rents (FMR) instead of FMR covering an entire metropolitan area. This means in high-rent areas, the FMR is higher thus creating an incentive for families to move to a neighborhood with better schools, amenities, or more job opportunities. It also means that in low-rent areas, the voucher
Payment standard is lower because rents are not comparable to the high-rent areas within the larger metropolitan area.

Payment standards may not be less than 90% of the SAFMR and may not exceed 110% of the SAFMR for that particular zip code. The payment standard generally establishes the amount of rent that a tenant can look for in a particular zip code. Once a unit is identified, the unit must then also meet tests of rent reasonableness.

Included in the Board packet for the Board’s consideration were the proposed payment standards for zip codes in the City and County of Honolulu for the HPHA’s Housing Choice Voucher Program.

Designee Hartsfield sought more information on the tiers: how they are determined, if they remain the same during the year, and why Tier 3 had the least amount of change in their payment standards.

Executive Director Ouansafi stated that the payment standards per tier are based on the rates established by HUD and the ongoing rents on Oahu. The payment standards are categorized by six tiers and bedroom sizes ranging from studio to eight bedrooms. Executive Director Ouansafi confirmed that the payment standards are established annually and adjusted accordingly. HUD annually estimates the FMR based on zip code.

Executive Assistant Arashiro clarified that HUD establishes the SAFMR, and if the FMRs for specific zip codes don’t change, HPHA will make minimal changes to the payment standards. This is to prevent drastic impact to tenants that are already housed in those zip codes. Executive Assistant Arashiro reported that the SAFMR is issued by HUD, and HPHA will base their payment standards on the FMRs issued by HUD. There were some zip codes that had less of a change in the FMR.

Executive Director Ouansafi added the FMR issued by HUD is based on a study that they perform. HPHA will determine the payment standards within 90-110% of the SAFMR as allowed by HUD.

Director Larson asked whether there are families at risk of losing their housing based on changes to the payment standards. For instance, if the payment standard decreased and the unit is above the payment standard, is HPHA able to adjust accordingly or will families be at risk of losing the unit.

Executive Director Ouansafi confirmed that tenants pay 30% of their income. HPHA is able to make adjustments that don’t exceed 110% of the SAFMR. Although, ADA units or other requirements allow up to 120%, HPHA would have to check with HUD case-by-case.

Chairperson Hall asked how the proposed payment standards compare to the City and County of Honolulu’s efforts.
Executive Director Ouansafi stated that the City and County of Honolulu may adjust their payment standards differently; however, they are required to abide by the same SAMFR.

Acting Section 8 Subsidy Programs Branch Chief Sarah Beamer stated that she hadn’t checked with the City and County of Honolulu. The City and County of Honolulu bases their payment standards on the same SAFMR, so she anticipates their payment standards to be relatively similar to the payment standards proposed by HPHA.

Executive Director Ouansafi added that HPHA will check with the City and County of Honolulu for comparison.

Executive Assistant Arashiro recognized the benefits of having the State’s and City’s payment standards the same. In previous years, HPHA asked the City and County of Honolulu to issue the same payment standards. The City and County of Honolulu, however, issues their payment standards much later in the year.

Executive Director Ouansafi added that units are required to meet rent reasonableness.

Chairperson Hall expressed his appreciation to the HPHA staff on their efforts.

The motion was unanimously approved.

Director Shim moved,

To (1) Adopt Amendments to Hawaii Administrative Rules (HAR) Entitled “Hawaii Public Housing Authority Section 8 – Housing Choice Voucher Emergency Rules Relating to COVID-19 Emergency”, Which: (a) Set Forth the Requirements for Use of a Lottery for Placement on the Section 8 Wait List; and (b) Applies to HAR Chapter 15-185 Section 8 – Housing Choice Voucher Program, and Amends Section 15-185-26 Regarding the Waiting List, to Provide Emergency Relief to Section 8 Tenants to Address the COVID-19 Emergency Declared by the Governor in his Emergency Proclamation for COVID-19 dated March 4, 2020, and Supplemental Proclamations dated March 16, 2020, March 21, 2020, March 23, 2020, March 31, 2020, April 17, 2020, April 25, 2020, May 5, 2020, May 18, 2020, June 10, 2020, July 17, 2020, August 6, 2020, and August 20, 2020; and (2) Authorize the Executive Director to Undertake All Actions Necessary to Make Non-Substantive and Technical Amendments and Implement these Rules

Executive Director Ouansafi reported that the HPHA programs are governed by a variety of federal, state, and agency statutes and rules.
Section 356D-4 and 356D-13, Hawaii Revised Statutes authorize the HPHA to adopt administrative rules with the force and effect of law to govern its programs.

The Emergency Proclamations suspended, as allowed by law, numerous Hawaii statutes for the “speedy and efficient relief of damages, losses, and suffering resulting” from the COVID-19 virus which continues to endanger communities.

The proposed Section 8 – Housing Choice Voucher Lottery Emergency Rules Relating to COVID-19 Emergency was included in the Board packet for the Board’s consideration.

The Emergency Rules apply to the HPHA’s Section 8 – Housing Choice Voucher Program and HAR Chapter 15-185 and establishes a lottery system to place applicants on the waiting list, and selection from the waiting list by random selection or by date and time, so long as all adopted preferences are considered, thereby allowing the authority to issue vouchers to applicants in a shorter timeframe.

Executive Director Ouansafi briefly explained the application process. Since HPHA anticipates 15,000 applicants with the ability to lease approximately 200-300 per year, it wouldn’t be manageable to put everyone on the wait list.

Once approved by the HPHA Board of Directors, the agency must:
1. Post the rules on the applicable state or county government website; and
2. Publish the rules in a newspaper of general circulation in Oahu.

The rules shall remain posted on the government website while in effect.

Executive Director Ouansafi confirmed that the Department of the Attorney General reviewed the proposed rules.

Director Larson stated that she supports the lottery system to place applicants on the waiting list and sought more information on the selection process after the initial lottery is conducted. She felt that it could be discouraging for applicants if no lottery number is issued to them and selection from the waiting list is conducted by random selection.

Executive Director Ouansafi explained the selection process. If HPHA has adequate funding to serve an additional 200 families for one year and there were 15,000 applicants, a computer program will randomly generate a lottery number for all 15,000 applicants and the first 500 will receive a letter informing them that they’ve been placed on the waiting list, while the remaining applicants will receive a letter informing them of their non-selection for placement on the waiting list. Once the waiting list applicants are selected, another random number is generated to establish their place on the waiting list, and in the established order, applicants are notified once vouchers become available.

Chairperson Hall asked if the proposed rules were discussed with HUD.
Executive Director Ouansafi confirmed that HUD is aware of the proposed rules and encourages the lottery system.

Director Katsuda recognized the value of the vouchers. He asked how many vouchers usually become available and how many applicants apply for the lottery.

Executive Director Ouansafi reported that the HPHA received over 10,000 applications the last time the list was open to the public for several days. HPHA has issued the maximum vouchers, where there’s currently a budget shortfall which will be covered by HUD. Generally, HPHA issues approximately 10 additional vouchers a month, approximately 100 annually. Executive Director Ouansafi added that HPHA can select more than 100 applicants when HUD offers special vouchers (e.g., VASH or mainstream vouchers) and in instances when applicants don’t qualify during the time their application is reviewed. Vouchers hold high value and applicants can choose their desired neighborhood.

Director Pulmano asked if there would be a new wait list every 18-months. She also asked if there are several wait lists open simultaneously and if applicants remain on the wait list until a voucher is received.

Executive Director Ouansafi stated that HPHA reviews and purges the wait list regularly. The timeline may vary depending on the need. However, once there is 6-months’ worth of vouchers to issue, HPHA will open the list and process accordingly. With the newly purchased software, all applicants have the ability to update their information online. If particular vouchers are received, such as the Mainstream vouchers, HPHA will open up the list to meet the specific requirements. Executive Director Ouansafi confirmed that multiple lists can be open at the same time and that applicants will not be removed from the wait list until a voucher is presented (given that they meet the proper requirements for eligibility).

Director Larson asked if there any preferences or priorities for regular vouchers.

Executive Director Ouansafi reported that currently there are preferences for those who are homeless, victims of domestic violence, and those who are involuntarily displaced.

Deputy Attorney General Urbanc clarified that the motion regards the emergency rules and the lottery selection is applicable during the extended time of the regular Section 8 rules. With the expiration of December 31, 2020, the regular Section 8 rules in Chapter 15-185 will be back in effect. The rules will need to be amended accordingly if any additional changes are to be made later.

The motion was unanimously approved.

For Information:
HUD Notification Regarding the Hawaii Public Housing Authority’s Final Section 8 Management Assessment Program (SEMAP) Score; HPHA’s High Performer Designation

Executive Director Ouansafi reported that SEMAP is a federally-mandated management assessment system that the U.S. Department of Housing and Urban Development (HUD) uses annually to measure the performance under the Section 8 tenant-based rental assistance program.

SEMAP sets forth fourteen (14) indicators to measure program performance. SEMAP enables HUD to ensure program integrity and accountability by identifying PHA management capabilities and deficiencies and by improving risk assessment to effectively target monitoring and program assistance in fourteen areas.

The SEMAP score and overall performance rating identifies housing agencies as high performer (90+% rating), standard (60%-89% rating), or troubled (below 60% rating).

For the fiscal period that ended June 30, 2020, the HPHA anticipated a score of 145 out of 145 (100%). On September 10, 2020 the HPHA received official notification from HUD that the HPHA is designated a “High Performer” under the federal management assessment program with a score of 100%, for the fiscal period that ended June 30, 2020.

Executive Director Ouansafi thanked his staff for their hard work.

Director Katsuda commended Executive Director Ouansafi and his staff on “a job well done”. He asked for clarification on the following statement provided in the Board packet, “As a result of this score, HPHA will be able to secure more effective program assistance from the U.S. Department of Housing and Urban Development”.

Executive Assistant Arashiro stated that based on HUD’s rating system, the PHA score allows for the eligibility for special awards, special vouchers and additional funds. By being designated a “High Performer” for the Section 8 program, HPHA is eligible for additional assistance where troubled PHA’s may not be eligible for.

Chairperson Hall acknowledged that HPHA has also been designated a “High Performer” prior to the most recent fiscal year and congratulated Executive Director Ouansafi and his team for their continued efforts.

Executive Director Ouansafi thanked HUD for their continued support and assistance.

Chairperson Hall acknowledged Ms. Katie Pierce, HUD staff on the call.

**Board Task Force**
Chairperson Hall briefly discussed the establishment of the redevelopment tracker spreadsheet. He reported that the three members of the Task Force met recently, and that the final tracker is ready to be distributed at the next Board meeting.

Chairperson Hall added that he has asked other HPHA Board members to assist the Task Force with discussions on administrative policies. Going forward, Chairperson Hall announced that he will no longer be participating in the Task Force and had asked Director Pulmano, Director Larson and Director Sparlin to join Director Taniguchi and Director Katsuda.

Director Shim acknowledged the expertise sought to form the Task Force; however, he stated including a resident like Director De Mello would be beneficial. Having a resident perspective can aid in the discussions.

Chairperson Hall thanked Director Shim for his comment. He explained that the Task Force is only allowed five Board members and had asked Director Taniguchi to lead the Task Force.

Director Taniguchi agreed to take the recommendation into consideration.

Director Shim recognized the importance of community involvement.

Deputy Attorney General Urbanc explained the process of making changes to the Task Force. He clarified that any modifications to its members need to be discussed and placed on record at a Board meeting and can’t be switched arbitrarily.

Chairperson Hall stated that the Task Force members will be deliberated at the next Board meeting.

Director Pulmano asked if once the Task Force is established, if Director De Mello would be able to attend any meetings as a non-Task Force member to provide his input.

Deputy Attorney General Urbanc verified that having non-Task Force members included in those meetings is not allowed, as it would circumvent the limits on quorum.

Chairperson Hall confirmed the Task Force remains with the original three Board members until re-established at the next Board meeting.

Director Taniguchi asked for clarification with the capability of the Task Force members changing over time at various instances, as different Board members may have useful input and experiences depending on the topics at hand.

Chairperson Hall stated that the Task Force is meant to gather where HPHA is now and how to best support HPHA. He added that it’s an opportune time to gain clarity on expectations.
Deputy Attorney General Urbanc clarified that there are clear parameters on the operations of the Task Force under HRS §92-2.5, subsection (b)1. He further explained the three steps involved that the Task Force needs to operate under, and each Task Force established are to consist of 2-5 members. Deputy Attorney General Urbanc suggested creating different Task Forces for different scopes in mind, as needed.

**For Information:**

**Update on Redevelopment Project and Termination of the Master Developer at Mayor Wright Homes (Tax Map Key: 1-7-029-003-0000)**

Executive Director Ouansafi reported that on December 29, 2017 the HPHA and MWH Partners, Inc. (Hunt) entered into a Master Development Agreement governing the redevelopment of Mayor Wright Homes.

On July 16, 2020, the HPHA’s Board of Directors unanimously approved a motion to terminate the Master Development Agreement for the Redevelopment of Mayor Wright Homes (Tax Map Key: 1-7-029-003-0000) Between the Hawaii Public Housing Authority and MWH Partners, LLC, Dated December 29, 2017 (the “MDA”), for Convenience and Authorize the Executive Director to Undertake All Actions Necessary to Effectuate the Termination.

As stated during previous Board meetings, the HPHA is not terminating the redevelopment project at Mayor Wright Homes, just its Master Development Agreement with the Developer.

Executive Director requested to go into executive session.

**Director Shim moved,**

That the Board 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 Project at Mayor Wright Homes

The motion to go into executive session was unanimously approved.

The Board entered Executive Session at approximately 10:05 a.m.

The Board reconvened at approximately 11:14 a.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 the termination of the Master Development Agreement at Mayor Wright Homes.

Chairperson Hall expressed his appreciation to the legal team and the HPHA staff for their efforts and commitment.

Director Sparlin thanked Executive Director Ouansafi, the HPHA staff and the attorneys for finding a resolution on this issue. She expressed her appreciation to everyone on their efforts and looks forward to an expedient conclusion.

(Director Sparlin left the meeting at approximately 11:15 a.m.)

Director Shim recognized the efforts made with the redevelopment of Mayor Wright Homes since he’s been on the Board (10-years) and expressed having high aspirations for the project. He acknowledged the “stellar leadership” of Executive Director Ouansafi and his staff.

Director Katsuda concurred with Director Shim’s sentiments.

**Executive Director’s Report**

Chairperson Hall referred to page 71 and 74 of the Board packet and sought more information on the contracts with Isemoto Contracting Co., Ltd., which indicated an end date of September 15, 2018, and with Hawaii Affordable Properties, Inc., which indicated an end date of September 30, 2020.

Executive Director Ouansafi stated that the contract with Isemoto Contracting Co., Ltd. is still active and that permitting caused some delays. He added that he will verify the status with Contracts & Procurement Officer Rick Sogawa and send a response to the Board. Executive Director Ouansafi reported that the contract with Hawaii Affordable Properties was extended for three months because HPHA was concerned with some occupancy issues.

Director Kunz referred to page 77-78 of the Board packet and thanked Executive Director Ouansafi and his staff on their continued efforts with the redevelopment of HPHA’s Lanakila Homes property in Hilo. She recognized the challenges and is looking forward to the additional 62 units.

Executive Director Ouansafi thanked the Hawaii County for their support.

Director De Mello acknowledged HPHA’s hard work and commitment. He and the community anxiously await more housing on the Big Island.
Chairperson Hall sought more information on the repairs of the vacant units with the non-profit group and if they will be assisting with State public housing units.

Executive Director Ouansafi briefly gave an update on the progress with the public housing renovations of the vacant units. He reported that of the 200 units, Coastal Construction began work on 20 units with 16 of them completed. Although there were some challenges at the start, work continues. Executive Director Ouansafi confirmed that Coastal Construction are also assisting with the State public housing units.

Chairperson Hall was pleased that Coastal Construction is assisting with State public housing units since State funds are limited.

Executive Director Ouansafi reported that HPHA is in shortfall with the Section 8 program and have been using 105-110% funds available. HUD issued a letter to HPHA informing of a potential shortfall and to refrain from issuing vouchers (excluding Mainstream and VASH as these are separate funding). At that time, HPHA stopped issuing vouchers. HUD has agreed to assist with funding the current shortfall, which will allow HPHA to continue to serve more families.

Director De Mello thanked Executive Director Ouansafi and his staff on their efforts and commitment to educating the tenants. During this pandemic, HPHA has gone beyond just implementing rules and also organize door-to-door outreach providing COVID-19 information and making testing sites available.

Executive Director Ouansafi recognized the importance of community outreach events and stated that HPHA will continue those efforts. He added that HPHA also participated in mass surge testing with the City and County of Honolulu by offering testing at the larger housing properties for the tenants.

Director Shim asked if HPHA evicted anyone as a result of the mandate of wearing face mask and limiting access.

Executive Director Ouansafi reported that there have been no evictions or eviction warnings issued. He expressed that the door-to-door outreach and mask distribution helped tenants to abide the emergency rules. Executive Director Ouansafi was pleased to inform the Board that none of his staff is currently sick with COVID-19 and less than 50 out of 40,000 tenants are sick or isolated (but not all positive cases).

Director Shim stated that he received a call from a reporter expressing that the emergency rules were harsh and unfair. He advised the reporter that there is no intention to evict tenants and that the rules are in place for the safety of the tenants and to protect the community.

Executive Director Ouansafi confirmed that the health and safety of the community is priority, and HPHA has never taken steps to promote eviction. He thanked the Department of Health for their efforts and support. Executive Director Ouansafi added
that no staff is allowed to conduct repairs on an occupied unit without authorization from himself or Executive Assistant Arashiro. Staff are reminded to follow proper protocol when informed of a positive COVID-19 case within the housing properties.

Executive Director Ouansafi reported meeting with other groups to explain the emergency rules and its intent to keep everyone healthy, which was well received.

Director Katsuda moved,

To Adjourn the Meeting

The motion was unanimously approved.

The meeting adjourned at 11:34 a.m.

MINUTES CERTIFICATION:

Minutes Prepared by:

Jennifer K. Menor
Secretary to the Board

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on October 15, 2020 [✓] As Presented [ ] As Amended

Roy Katsuda
Board Secretary

OCT 15 2020

Date