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 Twenty-First Supplementary Proclamation dated June 7, 2021, 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 Monday, July 19, 2021 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/94571134386?pwd=Q0padzdzdGQyNGdTUHRWUFVYQnExdz09. When prompted, enter the Meeting ID: 945 7113 4386 and the Password: m8y5aw.

Alternatively, the public may also participate via telephone by calling: 1-669-900-6833. When prompted, callers should enter the Meeting ID: 945 7113 4386 and the Password: 674044. 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, May 20, 2021
Special Meeting Minutes, June 9, 2021

IV. DISCUSSION AND/OR DECISION MAKING

A. To (1) Adopt Amendments to the Hawaii Administrative Rules “Hawaii Public Housing Authority Emergency Rules Relating to COVID-19 Emergency” to Replace References to the CARES Act with Centers for Disease Control and Prevention Order Regarding Temporary Halt in Residential Evictions to Prevent Further Spread of COVID-19 dated June 24, 2021, Encourage Instead of Mandate the Use of Physical Distancing Strategies, Repeal §18 Visitor Restrictions Which Restricted Visitors at Public Housing Properties, Encouraging Individuals Not to Gather in Common Areas Instead of Prohibiting Such Conduct, Clarify Language and Format the Rules, and Extend and Renew These Rules and Existing Rules (That Provide For Communication and Interaction through Alternative Electronic Means, Waiver of Minimum Rent, Waiver of Late Fees, Suspension of Evictions Throughout the COVID-19 Emergency Relief Period, Mandating Wearing Facial Coverings in Required Areas, Mandating the Wearing of Face Coverings and Vacating the Unit or Isolating in an Area at Least Six Feet Away when Staff are Conducting Repairs or Other Official Business in a Tenant’s Unit, Penalties for Non-Compliance with Emergency Rules including Eviction, and Requirements for Use of a Lottery for Placement on the Federally-Assisted Public Housing Projects Wait List) for an Additional 120 Days Upon Filing with the Office of the Lieutenant Governor Based on the Hawaii Public Housing Authority Board’s Findings; and (2) Authorize the Executive Director to Undertake All Other Actions Necessary to Continue to Implement these Emergency Rules.

(The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 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 as related to this motion.)

The Proposed Amendments To and Extension of the “Hawaii Public Housing Authority Emergency Rules Relating to COVID-19 Emergency” may be viewed on the internet on or about July 16, 2021 on the Lieutenant Governor’s website at: https://ltgov.hawaii.gov/the-office/administrative-rules/.

B. To (1) Adopt Amendments to the “Hawaii Public Housing Authority Section 8 – Housing Choice Voucher Emergency Rules Relating to COVID-19 Emergency” to Specify Rule Changes are Made Pursuant to the HUD PIH Notice Waivers, Requires Inspectors to Wear Masks and Gloves for the
Duration of an HQS Inspection, Encourage Participants to Wear Masks While an Inspector is in the Unit, Requires Participants to Stay at Least Six Feet From an Inspector While an Inspection is Taking Place, Extend the Rules for an Additional 120 Days Upon Filing with the Lieutenant Governor, to Continue to Provide Financial Relief and Other Program Benefits to Section 8 Housing Choice Voucher Program Participants; and (2) Authorize the Executive Director to Undertake All Actions Necessary to Implement these Emergency Rules

(The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 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 as related to this motion.)

The Proposed Amendments To and Extension of the “Hawaii Public Housing Authority Section 8 - Housing Choice Voucher Emergency Rules Relating to COVID-19 Emergency” may be viewed on the internet on or about July 16, 2021 on the Lieutenant Governor’s website at: https://ltgov.hawaii.gov/the-office/administrative-rules/.

C. To Authorize the Hawaii Public Housing Authority’s (HPHA) Executive Director to: 1) Enter Into a Memorandum of Agreement (MOA) with the Partners In Care - Oahu Continuum of Care for the Coordination of Services under the U.S. Department of Housing and Urban Development’s (HUD) Emergency Housing Voucher (EHV) Program; and 2) Undertake All Actions Necessary, Including Executing Future Amendments to the MOA, to Successfully Implement the EHV Program, Subject to Review by the Department of the Attorney General and HUD Approval of the HPHA’s Amended Public Housing Agency Annual Plan

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 April/May 2021
- Report on Contracts Executed During May/June 2021 and Planned Solicitations for June/July 2021
- Update on Redevelopment Projects: Affordable Senior Housing at School Street and Kuhio Park Terrace/Kuhio Homes
- Redevelopment Tracker
- Public Housing Occupancy/Vacancy Report; Federal Public Housing; for the Month of May/June 2021
- 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 start time is an approximation and the meeting will begin immediately after the HHA Wilikina Apartments Project, Inc. Annual Meeting.

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

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. If a request is received after July 19, 2021, the HPHA will try to obtain the auxiliary aid/service or accommodation, but we cannot guarantee that the request will be fulfilled.
The Board of Directors of the Hawaii Public Housing Authority held their Regular Board Meeting at 1002 North School Street, on Thursday, July 22, 2021. Pursuant to the Governor’s Twenty-First Supplementary Proclamation dated June 7, 2021, 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 9:26 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
- Designee Joseph Campos II
- Director George De Mello
- Director Susan Kunz
- Director Betty Lou Larson
- Director Kymberly Sparlin
- Director Todd Taniguchi
- Deputy Attorney General Jennifer Sugita

**EXCUSED:**
- Director Leilani Pulmano

**STAFF PRESENT:**
- Hakim Ouansafi, Executive Director
- Barbara Arashiro, Executive Assistant
- Kevin Auger, Redevelopment Officer
- Bennett Liu, Acting Chief Financial Officer
- Rick Sogawa, Contracts and Procurement Officer
- Sarah Beamer, Acting Section 8 Subsidy Programs Branch Chief
- Becky Choi, State Housing Development Administrator
- Benjamin Park, Chief Planner
- Stephanie Fo, Acting Property Management and Maintenance Services Branch Chief
- Mary Jane Hall-Ramiro, Supervising Public Housing Manager
Shirley Befitel, Human Resources Supervisor  
Dylan Gen Fujitani, Hearings Officer  
Joaquin Manibusan, Compliance Specialist  
Gary Nakatsu, Acting Property Management Coordinator  
Jennifer Menor, Secretary to the Board

OTHERS PRESENT (via Zoom/teleconference):  
Katie Pierce, U.S. Department of Housing and Urban Development

Public Testimony

In consideration of the current COVID-19 pandemic, 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 Monday, June 19, 2021 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 submitted or given.

Approval of Minutes

Director Shim moved,

To Approve the Regular Meeting Minutes of May 20, 2021

Director Sparlin abstained.

The minutes were approved as presented with one abstention.

Director Shim moved,

To Approve the Special Meeting Minutes of June 9, 2021

The minutes were approved as presented.
Discussion and Decision Making

Director Shim moved,

To (1) Adopt Amendments to the Hawaii Administrative Rules “Hawaii Public Housing Authority Emergency Rules Relating to COVID-19 Emergency” to Replace References to the CARES Act with Centers for Disease Control and Prevention Order Regarding Temporary Halt in Residential Evictions to Prevent Further Spread of COVID-19 dated June 24, 2021, Encourage Instead of Mandate the Use of Physical Distancing Strategies, Repeal §18 Visitor Restrictions Which Restricted Visitors at Public Housing Properties, Encouraging Individuals Not to Gather in Common Areas Instead of Prohibiting Such Conduct, Clarify Language and Format the Rules, and Extend and Renew These Rules and Existing Rules (That Provide For Communication and Interaction through Alternative Electronic Means, Waiver of Minimum Rent, Waiver of Late Fees, Suspension of Evictions Throughout the COVID-19 Emergency Relief Period, Mandating Wearing Facial Coverings in Required Areas, Mandating the Wearing of Face Coverings and Vacating the Unit or Isolating in an Area at Least Six Feet Away when Staff are Conducting Repairs or Other Official Business in a Tenant’s Unit, Penalties for Non-Compliance with Emergency Rules including Eviction, and Requirements for Use of a Lottery for Placement on the Federally-Assisted Public Housing Projects Wait List) for an Additional 120 Days Upon Filing with the Office of the Lieutenant Governor Based on the Hawaii Public Housing Authority Board’s Findings; and (2) Authorize the Executive Director to Undertake All Other Actions Necessary to Continue to Implement these Emergency Rules

Executive Director Ouansafi discussed the changes that were made to the proposed emergency rules after its original distribution/posting on July 16, 2021.

- Date of the Board’s findings were revised to state “July 22, 2021” (instead of July 15, 2021) on pages 40, 59, 65 and 84 of the Board packet.
- Paragraph 4 on page 86 of the Board packet was corrected to state that the rules will take effect upon filing with the Office of the Lieutenant Governor (instead of 10 days after filing).

Executive Director Ouansafi reported that as of July 6, 2021, the World Health Organization repeated their longstanding recommendation that everyone should wear masks and maintain physical distancing to stem the spread of the virus despite being vaccinated.

The CDC’s recommendation to allow for looser restrictions is based on COVID statistics only in the United States, and since Hawaii is uniquely poised to receive visitors from numerous international destinations, the threat of COVID continues to exist.
The State Department of Health has reported that the highly contagious Delta variant of the COVID-19 virus has been found in all Counties, and the HPHA is concerned because its public housing properties are largely multi-family dwellings which means that common areas, such as elevators, lobbies, stairways, playgrounds, and parking lots, are shared by numerous families.

Based on the response to community vaccination clinics, HPHA estimates that half of the public housing communities are vaccinated, increasing the chance of transmission of the highly contagious Delta variant.

The State Department of Health continues to report new COVID-19 cases in public housing. HPHA continues safety protocols for staff who must perform repairs in a housing unit and tenants who share common areas with other unrelated households.

HPHA finds that there is a need to continue implementation of HUD waivers to help respond to housing instability and prevent homelessness for households negatively impacted by COVID-19.

The extension of these emergency rules is needed to continue to enable the HPHA to quickly house people in the low-income public housing program, continue to require health, safety and other pertinent measures in public housing properties to assist the HPHA in managing the spread of the COVID-19 virus.

By extending the Hawaii Administrative Rules entitled Hawaii Public Housing Authority Emergency Rules Relating to COVID-19 Emergency, these rules will be in effect for 120 days upon filing with the Office of the Lieutenant Governor.

The proposed Emergency Rules will apply to all Hawaii Public Housing Authority HAR until terminated by law. It will apply to all HPHA programs and accomplish the following:

1. Encourages instead of mandates the use of physical distancing strategies to reduce the spread of COVID-19.
2. Continues to suspend all required face-to-face communications or interactions and allow communication and interaction through alternative electronic means and mail.
3. Continues to suspend the termination of any rental agreement for nonpayment of rent or other fees or charges until the temporary moratorium on eviction filings has passed.
4. Continues to waive the minimum rent.
5. Continues to waive all fees, penalties, or other charges related to the nonpayment of rent until the temporary moratorium on eviction filings has passed.
6. Continues to allow forgoing the third-party income verification requirement for interim reexaminations, annual reexaminations, or special reexaminations, including the use of the Enterprise Income Verification System.
7. Continues suspension of the community service and self-sufficiency requirement.
8. Continues suspension of the review of utility allowances.
9. Continues mandating the wearing of face coverings in certain areas of public housing properties.
10. Encouraging individuals not to gather in common areas at all public housing properties instead of prohibiting such conduct.
11. Continues mandating the wearing of face coverings by residents and vacating the unit or isolating in an area at least six feet away when staff are conducting repairs or other official business in a tenant’s unit.
12. Continues penalties for noncompliance of the emergency rules, including eviction.
13. Continues use of a lottery for placement on the federally-assisted public housing projects wait list.
15. Repeals §18 Visitor Restrictions which restricted visitors at public housing properties.
16. Clarifies language in certain rules and formats the rules.
17. Contains Findings by the HPHA Board of Directors to Extend these Emergency Rules.

Chairperson Hall was curious if residents have been adhering to the emergency rules, especially when HPHA staff visit to perform maintenance or repairs.

Executive Director Ouansafi confirmed no issues. HPHA residents understand that the safety protocols are in place for both their safety and for the safety of the HPHA staff.

Director Shim asked if HPHA evicted any residents as a result of the policy that was previously implemented.

Executive Director Ouansafi reported that HPHA has proceeded with some evictions due to health and safety violations. No evictions took place due to rent violations.

Director Shim moved,

To (1) Adopt Amendments to the “Hawaii Public Housing Authority Section 8 – Housing Choice Voucher Emergency Rules Relating to COVID-19 Emergency” to Specify Rule Changes are Made Pursuant to the HUD PIH Notice Waivers, Requires Inspectors to Wear Masks and Gloves for the Duration of an HQS Inspection, Encourage Participants to Wear Masks While an Inspector is in the Unit, Requires Participants to Stay at Least Six Feet From an Inspector While an Inspection is Taking Place, Extend the Rules for an Additional 120 Days Upon Filing with the Lieutenant Governor, to Continue to Provide Financial Relief and Other Program Benefits to Section 8 Housing Choice Voucher Program Participants; and (2) Authorize
the Executive Director to Undertake All Actions Necessary to Implement these Emergency Rules

Executive Director Ouansafi discussed the changes that were made to the proposed emergency rules after its original distribution/posting on July 16, 2021.

• Date of the Board’s findings were revised to state “July 22, 2021” (instead of July 15, 2021) on pages 94, 95, 108, 113, 114 and 127 of the Board packet.
• On pages 94 and 113 of the Board packet, the titles of S8-§24 and S8-§25 were reversed. The Findings are actually in S8-§24 and the Extension is in S8-§25.
• Paragraph 4 on page 130 of the Board packet was corrected to state that the rules will take effect upon filing with the Office of the Lieutenant Governor (instead of 10 days after filing).

Executive Director Ouansafi reported that the extension of these rules will continue to provide financial relief to keep Section 8 program participants housed which will help address the risk of the rapid spread of COVID-19 and to protect the community, especially the elderly and disabled and those with underlying health conditions.

The proposed Emergency Rules apply to the HPHA’s Section 8 program and will continue to provide benefits to the program participants by utilizing the HUD waivers of statutory and regulatory requirements as allowed by HUD Notice PIH 2021-14 (HA) as follows:

• Allowing for interim rent adjustments due to loss of income;
• Allowing execution of a housing assistance payments (HAP) contract if the unit has non-life-threatening deficiencies to allow a tenant to move in quickly;
• Allowing the use of alternate means to conduct voucher briefings;
• Allowing the increase of a payment standard during interim rent adjustments;
• Allowing use of a lottery system to select waitlist participants;
• Non-termination of the HAP contract if the tenant’s income increases and no HAP is paid thereby protecting his/her standing in the Section 8 program if their income decreases;
• Exceptions to housing quality space and security standards;
• Requires the wearing of face masks and gloves by Inspectors while conducting HQS inspections;
• Encourages participants and landlords present at the time of inspection to wear masks; and
• Requires participants and landlords present at the time of inspection to remain in a separate room or outside, during the inspection, but not less than six feet from the Inspector if other distance requirements are not possible.

Unlike the public housing emergency rules, the Section 8 Emergency Rules do not address visitor restrictions or gathering restrictions. However, the Section 8 participants are subject to the Governor’s Emergency Proclamation and the Mayor’s Orders for these matters. Additionally, it would be impossible for the HPHA to monitor compliance with such restrictions with a scattered site program.
HUD has encouraged public housing authorities to utilize waivers provided in Notice PIH 2021-14(HA) as a means to continue operations in a safe manner.

By adopting amendments and extending the Hawaii Administrative Rules entitled Hawaii Public Housing Authority Section 8 – Housing Choice Voucher Emergency Rules Relating to COVID-19 Emergency, these rules will remain in effect for 120 days after filing with the Lieutenant Governor.

Chairperson Hall referred to page 127-129 of the Board packet and requested clarification of the significance of the content that was underlined.

Executive Assistant Arashiro clarified that the underlined content are the findings which serve as the basis of the changes and the extension of the emergency rules. The Board’s approval is based on the agreement of the findings provided.

Deputy Attorney General Sugita explained that the underlined content is what was added from the previous approved emergency rules. There were two versions of emergency rules that were provided; one that included all the changes with no underlines (standard) and one with (Ramseyer). If approved, the public would be provided with the emergency rules with no underlines. Providing the rules with the underlines was to illustrate what changes were being proposed.

The motion was unanimously approved.

Director Shim moved,

To Authorize the Hawaii Public Housing Authority’s (HPHA) Executive Director to: 1) Enter Into a Memorandum of Agreement (MOA) with the Partners In Care - Oahu Continuum of Care for the Coordination of Services under the U.S. Department of Housing and Urban Development’s (HUD) Emergency Housing Voucher (EHV) Program; and 2) Undertake All Actions Necessary, Including Executing Future Amendments to the MOA, to Successfully Implement the EHV Program, Subject to Review by the Department of the Attorney General and HUD Approval of the HPHA’s Amended Public Housing Agency Annual Plan

Executive Director Ouansafi reported that HPHA accepted 182 special vouchers under HUD’s Emergency Housing Voucher (EHV) Program.

These EHV's are to assist individuals and families who are experiencing homelessness; at risk of experiencing homelessness; fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking; or were recently homeless and for whom providing rental assistance will prevent the family’s homelessness or having high risk of housing instability.
In order to be eligible for an EHV, a family must be referred to the HPHA through the jurisdiction’s Continuum of Care’s (CoC) Coordinated Entry System.

HUD rules require that in order to be eligible for an EHV, an individual or family must meet one of four eligibility categories:

i. Homeless
ii. At risk of homelessness
iii. Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking
iv. Recently homeless and for whom providing rental assistance will prevent the family’s homelessness or having high risk of housing instability

The verification that the individual or family meets one of these four eligibility categories is conducted by the CoC or another partnering agency that will make direct referrals to the HPHA. The CoC must provide supporting documentation to the HPHA that the family meets one of the four eligible categories for housing assistance.

The Partners In Care – Oahu Continuum of Care is a coalition of organizations from nonprofit homeless providers, government stakeholders, private businesses, community advocates, public housing agencies, hospitals, universities, affordable housing developers, law enforcement, and persons experiencing homelessness and formerly homeless persons and is the sole Continuum of Care on the island of Oahu.

In compliance with HUD requirements, the HPHA must enter into a Memorandum of Agreement (MOA) with the CoC to ensure that the vouchers assist families who are most in need, and to determine the best use and targeting for the vouchers along with other resources available in the community. Funding for services are available under the EHV program.

The HPHA intends to enter into an MOA with the Partners In Care – Oahu Continuum of Care coalition. Both parties have been in discussion regarding the provision of services for eligible EHV families on Oahu.

The MOA must include at a minimum:
1. The HPHA’s and CoC’s commitment to administering the EHVVs in partnership.
2. The goals and standards of success in administering the EHVVs.
3. The staff position for each organization that will serve as the lead EHV liaison.
4. A statement that all parties agree to cooperate with any program evaluation efforts undertaken by HUD, or a HUD-approved contractor, including compliance with HUD evaluation protocols and data sharing requests.
5. The specific population eligible for the EHV assistance that will be referred to the HPHA by the CoC or other partnering referral agency.
6. The services, including financial assistance, that will be provided to assist EHV applicants and participants and who will provide them.
7. The roles and responsibilities of the HPHA and CoC, including but not limited to the CoC making direct referrals of families to the HPHA through the CE system.
The eligible uses of the service fee are designed to prevent and respond to the coronavirus by facilitating the leasing of the EHV’s, which will provide vulnerable individuals and families a much safer housing environment to minimize the risk of coronavirus exposure or spread. Individuals and families who are homeless or at-risk of homelessness are often living in conditions that significantly increase the risk of exposure to coronavirus in addition to other health risks.

Although a separate program from the Housing Choice Voucher, EHV’s are tenant-based vouchers under Section 8(o) of the United States Housing Act of 1937. Unless expressly waived, all statutory and regulatory requirements and HUD directives regarding the HCV program are applicable to EHV’s, including the use of all HUD-required contracts and other forms.

The HPHA will be required to adopt Administrative Rules and revise its Administrative Plan which will reflect the use of HUD’s waivers for the EHV program.

Director Larson sought clarification on the EHV’s being administered only on Oahu and asked whether the HPHA intends to work with CoC on issuing EHV’s to the neighbor islands.

Executive Director Ouansafi stated that management had decided on only issuing EHV’s to those on Oahu, as HPHA only administers Section 8 vouchers to residents of Oahu. He added that every County has been offered allocations of these EHV’s.

Director Kunz commented that the Hawaii County is also participating in the EHV program. She added that the Office of Housing and Community Development is the public housing authority for the County of Hawaii and is running a similar program and providing the same services.

Chairperson Hall acknowledged that this motion was agendized for this month’s meeting to meet the August deadline. He thanked HPHA staff for their hard work and commitment.

Executive Director Ouansafi confirmed that this motion was added to the agenda in order to finalize the PHA Plan and meet the deadline of submitting the plan to HUD. He thanked the Board for their continued support and flexibility in participating in multiple special meetings.

Deputy Attorney General Sugita asked for clarification on Director Kunz’s earlier comment and sought information on how this motion was related to her current work. She further asked if EHV’s could be transferred like other Section 8 vouchers.

Director Kunz explained that each County received an allotment from HUD of vouchers and funding. It’s a similar program, where each County enters into their own MOA and coordinates services with their local CoC. She clarified that her current work is separate from this motion.
Executive Director Ouansafi affirmed that there’s no connection between the other Counties. Each County separately accepted their allocation from HUD and is administering their EHVs in their own way according to all laws, rules and regulations. This motion is mainly for issuing EHVs to residents on Oahu with no plans of transferring vouchers out to other PHAs.

Director Kunz concurred with Executive Director Ouansafi.

The motion was unanimously approved.

Executive Director’s Report

Executive Director Ouansafi reported on the following:

- HPHA continues to work with many partners including the State Department of Health, State Executive Office on Aging, AARP, Hawaii National Guard, DOH Public Health Nurses, and many other non-profit community organizations to provide COVID-19 vaccination clinics, resulting in over 2,000 COVID-19 vaccinations.

- HPHA continues to work with Hawaii Department of Transportation’s vendors in obtaining information needed to get HUD’s approval for the broadband pilot project, which will leverage federal highways and broadband funding to expand broadband services; access to devices; and access to a staffed help desk.

- HPHA has been meeting and discussing with the creator and lead director of Pow! Wow! to beautify the walls of public housing properties in the Kalihi community. Pow! Wow! is recognized as one of the most premier and well curated mural festivals in the world and brings over a hundred international and local artists together over multiple days to create murals and other forms of art and music, and currently has an exhibit at the Bishop Museum.

Kuhio Park Terrace/Kuhio Low-Rises and Homes

- The Rental Assistance Demonstration (RAD) conversion of KPT Towers is moving into the closing stage of the transaction. HUD issued A RAD Conversion Commitment (RCC) for the conversion of the 347 Public Housing Units at KPT Towers to Project Based Vouchers under the RAD program.

HPHA’s specialized counsel, Reno & Cavanaugh, prepared closing documents which have been distributed to the HPHA and The Michaels Organization (TMO) for review and comment. These documents are expected to be submitted to HUD’s counsel for review later this month subject to the review and approval of TMO’s lenders and investors. The expected closing date for the transaction is end of the 3rd quarter 2021.
Regarding KPT Low-rises and Homes Phase II Redevelopment, the contracts for project Architect, Planner and Civil engineer have been reviewed by TMO and the HPHA and have been finalized and executed with the respective consultants. The project team consists of the following primary consultants:

- Lowney Arch – Project Architect
- PBR Hawaii – Project Planning
- Gray Hong Nojima and Associates – Civil Engineer

With these contracts, the master planning and environmental clearance work has begun. HPHA and its consultant EJP Consulting Group Inc. continues to meet with TMO to refine the project transformation plan, programming, budget and schedule.

**School Street Elderly Housing Redevelopment**

- The project team continues to work diligently to complete Design Development drawings, DECAB review, permitting, site logistic plans, subdivision, environmental studies and utility plans.

- The design team has been informed by the City & County of Honolulu that the proposed location of the main entry to the project must be revised due to the drainage box culvert running along School Street resulting in the relocation of the proposed entry further west on School Street. The developer instructed its traffic consultant, Fehr & Peers, to conduct a traffic impact study for the proposed change to the entry. The study indicated no significant impacts to existing traffic resulting from the change.

- Retirement Housing Foundation (RHF) submitted an off cycle application for the appropriation that was appropriated by the legislature and finalized when the Governor’s Budget has been accepted. The initial competitive 4% tax credit application was rejected by HHFDC in their June 10th Board meeting due to the project failing to meet the required debt service coverage ratio requirement under the Qualified Allocation Plan (QAP). HPHA understood the rejection of the application was due to a misunderstanding in the underwriting for the project.

**Mayor Wright Homes**

- HPHA has been working with their architect, Lowney, to complete several potential gross massing designs based on the existing master plan which will be included in the RFQ for procuring a new Development Partner and presented for comment during public engagement once the new development partner has been selected.

**Hawaii County - Lanakila Housing Project**

- An RFQ for Professional Services to complete the Master Plan and Environmental review has been issued. Consultants interested in providing professional services must submit a letter of interest with the required information by July 27, 2021. The
HPHA met with Hawaii County representatives to discuss the RFQ process, potential density for the site, programming, transportation issues and next steps going forward. HPHA also continues to work with the Department of Budget & Finance for the delegation of the $550,000 master planning and environmental review grant awarded for the project.

Public Housing

- During the months of May and June, HPHA moved in 118 families. As of June 30, HPHA offered housing to an additional 55 families.

Section 8

- In May and June, HPHA expended approximately $7.5M in housing assistance payments (HAP) on behalf of approximately 3,230 families. HPHA also issued an additional 100 vouchers for New Admissions. HPHA is currently serving 489 formerly homeless veterans through the VASH program expending approximately $430K per month. Currently, 44 veterans that were issued vouchers are in search of housing.

- In May and June, HPHA performed a total of 546 inspections and about 56% passed inspection.

- Rent Supplement Program (RSP) made payments of approximately $100,000 to the landlords on behalf of 240 families in May and June.

- HPHA continues to work on what is needed to start leasing up the new Emergency Housing Vouchers (EHV) that were accepted from HUD in May.

Human Resources

- HPHA currently has 323 filled positions and 82 vacant with 44 in recruitment.

Director Larson expressed her excitement for the Pow! Wow! art and felt it was a great idea. She then sought more details on School Street Elderly Housing Redevelopment. Director Larson asked where the new entrance to the School Street property would be located. She also asked about the potential delay once the misunderstanding is cleared up that caused the rejection of the application.

Redevelopment Officer Auger confirmed that the entrance will be relocated to the area near the current entrance, which is further west than previously discussed.

Executive Director Ouansafi explained that HPHA is waiting on approval of the Governor’s Budget. Since applying for the 4% tax credit was extremely competitive, a new application was submitted.
Director Taniguchi sought information on the funding for redevelopment of the smaller properties.

Executive Director Ouansafi confirmed that HPHA continues to seek opportunities and reported progress with the Lanakila Homes on the Hawaii County.

Director Katsuda expressed his appreciation on all the reports provided and recognized the hard work it entails.

Chairperson Hall sought more information on the relocation of the present School Street offices, including the maintenance base yard and its staff.

Executive Director Ouansafi reported that HPHA is in the process of reorganizing its existing offices to accommodate all staff, as well as using trailers that will sit alongside Building A during the School Street redevelopment of Phase I. HPHA doesn’t anticipate needing to relocate their staff to another property. Executive Director Ouansafi added that the maintenance base yard and several other buildings will be demolished. With the guidance of UPW, the MSW program will be structured differently, and the MSW staff will be pre-assigned to specific sites so they can report directly to their assigned location, rather than stopping at School Street first. HPHA plans to have MSW trucks stationed at the housing properties premises.

Director Sparlin thanked the HPHA staff on their continued hard work and commitment. She referred to page 206 of the Board packet and wanted more clarification on why the protective services were $2M lower than budget. As restrictions get lifted and the state opens up more, she noted that more security services will be needed. Director Sparlin then referred to page 237 of the Board packet. She was curious why unit offers were refused and asked for more clarification on the quantities that were offered, accepted and refused. According to the Executive Director’s report, it stated that as of June 30, 2021, the total number of housing units offered to applicants were 55; the number of units offers accepted was 33; and the number of unit offers that were refused was 78 with 3 pending either acceptance or refusal. Lastly, Director Sparlin referred to page 239 of the Board packet and sought information on why some projects were cancelled due to the signing of the Governor’s 21st Supplemental Proclamation ending the suspension of Section 103D. Since it was for modernization, she thought it would have been processed through regular procurement.

Executive Director Ouansafi reported that HPHA budgeted for additional funding last year to provide for emergencies. Since crime hadn’t increased and COVID-19 kept housing residents home and from gathering, additional security services weren’t needed so HPHA didn’t need to utilize all that was budgeted. Executive Director Ouansafi reassured that HPHA continues to provide the necessary security services for the housing properties. He continued to discuss that location and cost per family size have been some common reasons for unit offers being denied.
Acting Property Management and Maintenance Services Branch Chief Stephanie Fo explained that move-in dates aren’t always immediate so some applicants will end up refusing housing units a month after it was offered.

Executive Director Ouansafi discussed that modernization of some units were listed under the Emergency Procurement. The units affected were units that became vacant and were needed to house families that were affected by COVID-19.

Director Katsuda moved,

To Adjourn the Meeting

The motion was unanimously approved.

The meeting adjourned at 10:38 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 Special Meeting on August 5, 2021 [✓] As Presented [ ] As Amended

Director Roy Katsuda
Board Secretary