HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
BOARD OF DIRECTORS MEETING
1002 North School Street, Building A Boardroom
Honolulu, Hawaii 96817
Thursday, September 16, 2021
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 Emergency Proclamation dated August 5, 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, September 13, 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/96589892735?pwd=cEY2ZVZBYXM4MnkvTkRvYTNJTGJkZz09. When prompted, enter the Meeting ID: 965 8989 2735 and the Password: aRC77f.

Alternatively, the public may also participate via telephone by calling: 1-669-900-6833. When prompted, callers should enter the Meeting ID: 965 8989 2735 and the Password: 045162. 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.

If we lose internet or Zoom connection during the meeting, the public may continue to participate in the Board meeting via conference call by calling: 1-862-799-9759. When prompted, callers outside of the United States should enter the Access Code: 8232649.

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

Special Meeting Minutes, September 2, 2021

IV. DISCUSSION AND/OR DECISION MAKING

A. To (1) Reappoint Mr. Earl Mente to the Hawaii Public Housing Authority’s (HPHA) Federal Eviction Board as a Regular Board Member, for a Four-Year Term Retroactive as of August 1, 2021 and Ending August 1, 2025; and

(2) Reappoint Ms. Joyce Nakamura to the HPHA Federal Eviction Board as a Regular Board Member, for a Four-Year Term Retroactive as of August 1, 2021 and Ending August 1, 2025

B. To Authorize the Executive Director to Enter Into an Agreement with the City and County of Honolulu for a Sewer Easement Through 41-555 Humuna Place, Waimanalo, Hawaii, and Take all Actions Necessary to Execute the Agreement

C. To (1) Adopt Board Resolution No. 21-04 Approving the Submission of the Moving To Work (MTW) Plan and Application Package for Admission to the U.S. Department of Housing and Urban Development’s (HUD) MTW Demonstration Program Expansion for Fiscal Year 2021: Cohort #4 – Landlord Incentives;

(2) Authorize the Executive Director to Submit the Application Package to HUD and Undertake All Actions Necessary to Properly Implement the Landlord Incentives under the MTW Program; and

(3) Authorize the Executive Director to Make Non-Substantive Changes, such as Style, Grammar, and Formatting, or Other Changes Necessary to Comply with Program Regulations

D. To (1) 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, 2022; and

(2) 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

E. To (1) Approve Proposed Permanent Rules at Chapter 17-2040, Hawaii Administrative Rules (HAR), Entitled “Emergency Housing Voucher Program”, to Administer a New U.S. Housing And Urban Development (HUD) Tenant-Based Rental Assistance Voucher Program Designed to Assist Individuals and Families Who Are:
   a) Homeless;
   b) At Risk of Homelessness;
   c) Fleeing or Attempting to Flee Domestic Violence, Dating Violence, Sexual Assault, Stalking or Human Trafficking, and
   d) Recently Homeless for Whom Providing Rental Assistance Will Prevent Individual's or Family's Homelessness or Having a High Risk of Housing Instability,
as Required by HUD Notice PIH 2021-15, so the Executive Director can Conduct Public Hearings and Undertake all Other Actions Necessary Under Chapter 91, HRS, and Administrative Directive No. 18-02 to Prepare Proposed Rules for Adoption by the HPHA Board of Directors After Public Hearings; and

(2) Authorize the Executive Director to Undertake All Actions Necessary to Make Non-Substantive Changes, such as Style, Grammar and Formatting

The proposed permanent “Emergency Housing Voucher Program Rules” may be viewed on the internet on or about September 13, 2021 on the Lieutenant Governor’s website at: https://ltgov.hawaii.gov/the-office/administrative-rules/ and at the HPHA’s website on http://www.hpha.hawaii.gov/referenceinformation/admin_rule.htm, or may be viewed from 7:45 a.m. to 4:30 p.m., Monday through Friday, except holidays, at the HPHA’s Office located at 1002 N. School Street, Building H, Honolulu Hawaii 96817. Alternatively, interested persons may request a copy of the rules be mailed to them by calling (808) 832-4690 or emailing a request for a copy to: HPHA@hawaii.gov.

F. To (1) Approve Proposed Amendments to the Hawaii Public Housing Authority’s (HPHA) Section 8 – Housing Choice Voucher Program Administrative Plan, That:

   a) Establish a Chapter 18 That Sets Forth the Requirements and Administration of a new U.S. Housing And Urban Development (HUD) Emergency Housing Voucher (EHV) Program Designed 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; and Recently Homeless and For Whom Providing Rental Assistance Will Prevent Individual’s or Family’s Homelessness or Having a High Risk of Housing Instability, as Required by HUD Notice PIH 2021-15; and

b) Establish a new Part X to Chapter 17 to Address Provisions Required Under the Rental Assistance Demonstration (RAD) Program, Including But Not Limited to, the Term of the RAD PBV Contract Which Shall be not less than 15 Years, Contract Rents, Re-determining Rent to Owner Annually Based on Rent Reasonableness, Conversion of Households from Public Housing to RAD PBV, Lease Provisions, Establishment of Phase-In of Resident Rent Increases As a Result of RAD Conversion Over A Three- or Five-Year Period For Residents Previously Paying Flat Rent, Termination Notification Requirements, Grievance Process, Tenant Screening Policies, Establishment of and Transitioning to the PBV Waiting List, a Right to Return Policy, Resident Participation and Funding, and Voucher Inventory Turnover Cap, so the Executive Director Can Conduct Public Hearings on These Proposed Amendments, Subject to Review and Comments by the Department of the Attorney General; and

(2) Authorize the Executive Director to Make Non-Substantive Changes, such as Style, Grammar and Formatting

The proposed amendments to the Section 8 Administrative Plan may be viewed on the internet on or about September 13, 2021 on the HPHA’s website at http://www.hpha.hawaii.gov/referenceinformation/index.htm, or may be viewed from 7:45 a.m. to 4:30 p.m., Monday through Friday, except holidays, at the HPHA’s Office located at 1002 N. School Street, Building H, Honolulu Hawaii 96817. Alternatively, interested persons may request a copy of the rules be mailed to them by calling (808) 832-4690 or emailing a request for a copy to: HPHA@hawaii.gov.

G. For Information: Governor’s Executive Order No. 21-07 (Access to State Property) Regarding Protection for the State Workforce and Public by Requiring Contractors and Visitors to Provide Their COVID-19 Vaccination or COVID-19 Testing Status as a Condition of Entry onto State Property and Into State Facilities and the Hawaii Public Housing Authority’s Policy to Implement this Executive Order
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 2021
- Report on Contracts Executed During August 2021 and Planned Solicitations for September 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 August 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 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 September 13, 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, September 16, 2021. Pursuant to the Governor’s Emergency Proclamation dated August 5, 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 9:09 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
- Director Leilani Pulmano
- Director Kymberly Sparlin
- Deputy Attorney General Jennifer Sugita
- Deputy Attorney General Klemen Urbanc

**(Via Zoom)**

**EXCUSED:**
- Designee Joseph Campos II
- Director Susan Kunz
- Director Betty Lou Larson
- Director Todd Taniguchi

**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
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):  
Scott Jepsen, EJP  
Desiree Kihano, Palolo Valley Homes resident  
Maggie Merrill, EJP Consulting Group  
Katie Pierce, U.S. Department of Housing and Urban Development  
Participant identified as “Nani”

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, September 13, 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 Special Meeting Minutes of September 2, 2021

Director Sparlin and Director De Mello abstained from the vote as they both weren’t present at the meeting.

The approval of the September 2, 2021 Special Meeting minutes were deferred until the next Board meeting.
Discussion and Decision Making

Director Shim moved,

To (1) Reappoint Mr. Earl Mente to the Hawaii Public Housing Authority’s (HPHA) Federal Eviction Board as a Regular Board Member, for a Four-Year Term Retroactive as of August 1, 2021 and Ending August 1, 2025; and

(2) Reappoint Ms. Joyce Nakamura to the HPHA Federal Eviction Board as a Regular Board Member, for a Four-Year Term Retroactive as of August 1, 2021 and Ending August 1, 2025

Executive Director Ouansafi reported that the Eviction Boards are made up of volunteers from the community, in both the public and private sectors with work experiences in public administration, law, real estate, accounting and education. Eviction hearings may be conducted on a weekly basis and require board members to commit to 1 to 4 hours per hearing scheduled date.

Prior to hearing an eviction case, the board members receive training on their roles and responsibilities to provide a fair and impartial hearing for the tenants. They are also trained on the roles and responsibilities of the tenant and the HPHA and its managing agents.

Mr. Earl Mente is the Chairperson for the Oahu Eviction Board B for the past 24 years and has a background in real estate and commercial property management. Through Mr. Mente’s leadership and experience in dealing with housing matters, the eviction hearings are conducted with perspective from the broader community and in accordance with the governing rules and procedures. Mr. Mente has expressed his willingness to continue to serve another term as a regular board member and floating regular board member.

Ms. Joyce Nakamura has been a Board Member for the Oahu Eviction Board B for the past 21 years. Ms. Nakamura has a background in real estate and serves on various community committees and boards. Ms. Nakamura has expressed her willingness to continue to serve another term as a regular board member.

As with all Eviction Board members, the HPHA shall ensure there are no conflicts of interest with cases being heard or considered by Mr. Mente and Ms. Nakamura.

Executive Director Ouansafi expressed his gratitude to Mr. Mente and Ms. Nakamura for their service and continued commitment.

Chairperson Hall thanked Mr. Mente and Ms. Nakamura for their many years of service.

The motion was unanimously approved.
Director Shim moved,

To Authorize the Executive Director to Enter Into an Agreement with the City and County of Honolulu for a Sewer Easement Through 41-555 Humuna Place, Waimanalo, Hawaii, and Take all Actions Necessary to Execute the Agreement

Executive Director Ouansafi reported that the Hawaii Public Housing Authority (HPHA) Board of Directors’ (Board) Action on March 20, 2008 approved granting the Department of Hawaiian Home Lands (DHHL) a perpetual, non-exclusive sewer easement that crosses through the HPHA property located at 41-555 Humuna Place, Waimanalo Homes (hereinafter “Lot 146”), to the existing sewer manhole in the Humuna Place cul-de-sac for DHHL’s Kumuhau Residential Subdivision.

In 2008, the City & County of Honolulu granted approval of Designation of Easement Plan S-1 for sewer purposes affecting Lot 146.

In 2009, Governor Linda Lingle approved the disposition of the sewer easement and the HUD Special Applications Center (SAC) approved HPHA’s request for DHHL to take by Eminent Domain 0.16 of an acre of vacant land at Waimanalo Homes.

On April 1, 2010, HUD SAC approved the amendment to rescind the Eminent Domain disposition in favor of a sewer easement at Waimanalo Homes. The purpose of the easement was to provide a sewer connection for the DHHL’s Kumuhau Residential Subdivision.

The Kumuhau Residential Subdivision development was completed in 2016.

Despite approval from the HPHA Board, HUD, and the City and County of Honolulu, there appears to be no record of an easement agreement between HPHA and DHHL. Consequently, the intended transfer of the easement to the City and County of Honolulu never took place.

Because the Kumuhau Residential Subdivision development has been completed and the intended transfer of the easement from DHHL to the City and County of Honolulu at the time of the project’s completion, DHHL requested that HPHA license the easement directly to the City and County of Honolulu.

The draft License Agreement was attached in the Board packet as Exhibit 6.

Chairperson Hall asked if the City and County of Honolulu approves the process to complete this task.

Executive Director Ouansafi confirmed that the City and County of Honolulu is in agreement with the process.

The motion was unanimously approved.
Director Shim moved,

To (1) Adopt Board Resolution No. 21-04 Approving the Submission of the Moving To Work (MTW) Plan and Application Package for Admission to the U.S. Department of Housing and Urban Development’s (HUD) MTW Demonstration Program Expansion for Fiscal Year 2021: Cohort #4 – Landlord Incentives;

(2) Authorize the Executive Director to Submit the Application Package to HUD and Undertake All Actions Necessary to Properly Implement the Landlord Incentives under the MTW Program; and

(3) Authorize the Executive Director to Make Non-Substantive Changes, such as Style, Grammar, and Formatting, or Other Changes Necessary to Comply with Program Regulations

Executive Director Ouansafi reported that the Moving To Work (MTW) Demonstration Program was established to provide statutory and regulatory flexibility to participating Public Housing Authorities (PHAs) to achieve three statutory MTW objectives: 1) encourage economic self-sufficiency for families, 2) increase housing choices for eligible low-income families, and 3) increase cost-effectiveness in administering PHA programs. If granted, the MTW designation lasts for 20 years.

On April 15, 2021, the Hawaii Public Housing Authority (HPHA) Board of Directors authorized the Executive Director to request an eligibility determination from HUD for the MTW Demonstration Program Expansion and to take all actions necessary to prepare an application for the HPHA’s participation in the MTW Demonstration, if determined eligible.

On June 17, 2021, HUD issued PIH Notice 2021-19 extending the deadline to apply for admission to the Landlord Incentives Cohort of the MTW Expansion from the previous due date of August 8, 2021, to the new due date of October 15, 2021.

On August 10, 2021, HUD responded to the Executive Director’s initial request for an eligibility determination stating that as of April 2021, the HPHA would be eligible.

On June 16, 2021, the HPHA notified its PH residents and HCV participants of its intent to apply to the MTW program under Cohort #4 - Landlord Incentives. Under Cohort #4, HPHA would implement selected landlord incentives designed to attract or increase the number of landlords in the HCV program, which would provide more housing options for voucher holders, and HUD would evaluate the impact of the landlord incentives on landlord participation in the HCV program. The HPHA also reached out to landlord industry groups to get feedback on which landlord incentives would be the most likely to encourage continued or new participation in the HPHA’s HCV program.
Based on an assessment of the local rental housing market conditions and feedback from the landlords, the HPHA selected three landlord incentives to implement if selected for the MTW Demonstration Program: Vacancy Loss Payments, Front-end Vacancy Loss Payments, and Other Landlord Incentives – Signing Bonuses.

Executive Director Ouansafi discussed the three landlord incentives.

1) Vacancy Loss Payment: to pay the landlord up to one month of contract rent as reimbursement for the time the unit is spent vacant in between Section 8 participants. This incentive is aimed at getting the landlord to continue to participate and offer their unit to Section 8 program participants. This incentive is intended to pay the landlord for the delay in the lease-up process that are out of the landlord’s control or if the landlord is making repairs to upgrade the unit for Section 8 tenants.

2) Front-end Vacancy Loss Payment: to pay the landlord up to one month of contract rent as reimbursement for the time the unit is spent when the previous tenant wasn’t a Section 8 tenant. This incentive is aimed at attracting new landlords to participate in the Section 8 program or getting existing Section 8 landlords to make additional units available. This incentive is also intended to pay the landlord for the delay in the lease-up process that are out of the landlord’s control or if the landlord is making repairs to upgrade the unit for Section 8 tenants.

3) Other Landlord Incentives – Signing Bonuses: to pay the landlord up to one month of contract rent to incentivize landlords to join the Section 8 program. This incentive is aimed at attracting new landlords to the Section 8 program in order to achieve HPHA’s leasing goals for its Section 8 participants, such as properties in high opportunity neighborhoods or in areas where voucher holders experience difficulties. This incentive is intended to increase the number of units available to Section 8 tenants in line with HPHA’s leasing goals as they change from time to time.

The HPHA exceeded the public process requirements of PIH 2021-03 by holding four public meetings virtually with PH and HCV families to discuss HPHA’s MTW Plan, including landlord incentive activities, and received feedback on how MTW programs and activities could address local needs. Two meetings were held on June 24, 2021 with Chuukese, Marshallese, Korean, and Vietnamese interpreters provided by request. The third meeting was held on July 12, 2021, and the fourth meeting, which was specifically for Chuukese language translation based on the volume of previous resident requests, was held on August 9, 2021.

The HPHA used feedback received at these meetings, along with additional written feedback from the public on the MTW program, to assist with drafting the HPHA’s MTW Plan.

On August 13, 2021, the HPHA posted a draft copy of its MTW Plan and Landlord Incentive Activities Information on its website in compliance with the requirements listed in HUD PIH Notice 2021-03. The HPHA also published a notice in a major newspaper.
on each island on or around August 13, 2021 that the Draft MTW Plan and Landlord Incentive Activities Information was available for review, and that a public hearing would be held on August 31, 2021 to invite public comment on the Draft HPHA MTW Plan.

The public hearing was held virtually at 5:30 p.m. on August 31, 2021. The HPHA continued to take public comment on the Draft MTW Plan for the 30-day comment period through September 15, 2021. Comments and feedback were incorporated into HPHA’s MTW Plan to the extent that they addressed the application requirements and fit within the 15-page limit to the MTW Plan and Landlord Incentive Activities Information narrative.

The HPHA’s application for admission to the MTW Demonstration Expansion under the Landlord Incentives Cohort is due to HUD on October 15, 2021. In order to submit the MTW Plan and Application Package, the Board of Directors must approve the MTW Plan and Application Package by resolution.

HUD anticipates that it will announce the PHAs that have been selected to the MTW Expansion under the Landlord Incentives Cohort in the first quarter of 2022 (January-March 2022).

Executive Director Ouansafi thanked the Deputy Attorney Generals and his staff for assisting with drafting the MTW Plan.

Director Sparlin asked for the amount of protected landlords that will increase to this reserve and the total estimated cost HPHA is requesting.

Executive Director Ouansafi reported not having the numbers yet. This will be an eligible expense under the MTW program. HPHA intends to host multiple virtual conferences with the goal of attracting as many landlords as possible. Executive Director Ouansafi stated that it’d be a success if 100 additional landlords committed to accepting Section 8 applicants, which should cover approximately a year of new lease-up units. HPHA plans to stay within the budget that is provided by HUD.

Director Pulmano asked for a summary of the feedback received from the public hearings and if there were any feedback that wasn’t included within the 15-page limit.

Executive Director Ouansafi stated that many positive comments were received from both public housing tenants and Section 8 tenants. Incentives were derived from the feedback received. Executive Director Ouansafi reported also having recent conversations with a landlord representative, Troy Hashimoto, and others. He added that nothing was withheld from the plan; all feedback was condensed and incorporated.

Maggie Merrill confirmed that all public comments and suggestions received were included into the plan and that it was a very supportive process.
Executive Director Ouansafi introduced Ms. Merrill, EJP Consulting Group, who is the lead consultant assisting HPHA with the MTW application.

Chairperson Hall recognized the challenge in obtaining rental inventory and was appreciative of HPHA’s efforts in increase utilization of resources. He was curious what would happen if a landlord later decides to withdraw from participating in the Section 8 program.

Executive Director Ouansafi reported that the incentives are reimbursements, which isn’t issued until after.

The motion was unanimously approved.

Director Shim moved,

To (1) 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, 2022; and

(2) 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 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.

For HCV-assisted families who reside in designated SAFMR metropolitan areas, PHAs are required to use SAFMRs in establishing families’ payment standards. The HPHA’s Section 8 HCV program is operated in the City & County of Honolulu and is considered a “Designated SAFMR PHA”.

HPHA reviews and adjusts the Payment Standards as HUD publishes the new zip code based Fair Market Rents. 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, 2022 as some zip codes were impacted.

An analysis of the SAFMR issued by HUD indicates that average rents have increased between .025% and 20%, with only one-bedroom size tier experiencing a decrease in rent ($1). Almost all of tiers 3 and 4 remained the same from last year. HPHA groups
the zip codes into 7 different tiers to establish the payment standards. By grouping the zip codes into tiers, applicants, tenants, and staff are able to efficiently check which tier their unit falls into, rather than having to check 60 different payment standards.

HPHA elected to increase its tier groupings from 6 tiers to 7 tiers in 2022. Researching the past few payment standard years, it was found that the FMR for zip code 96817 often varies significantly between other zip codes. It often gets grouped into the lowest payment tier, which significantly decreases the SAFMR for that tier. Creating an additional tier would allow a fairer SAFMR balance without significantly affecting any other tier group.

Once a unit is identified by the tenant, the unit must then also meet tests of rent reasonableness. HPHA must ensure that rents charged by owners to HCV program participants are reasonable and comparable to other rents for similar unassisted units in the marketplace. Determining rent reasonableness is especially critical when an agency uses its authority to set a payment standard higher than the FMR for all or a portion of its jurisdiction.

Attached in the Board packet for consideration were the proposed payment standards for zip codes in the City and County of Honolulu for the HPHA’s Housing Choice Voucher Program, effective January 1, 2022.

Director Katsuda asked for an example of what the rent is like now.

Chairperson Hall referred to page 74 of the Board packet, which provided a summary of the proposed payment standards based on SAFMR.

Acting Section 8 Subsidy Programs Branch Chief Sarah Beamer reported that a family from tier 3 (zip code 96782) in a 2-bedroom unit pays rent of $1800, while an individual from tier 6 (zip code 96792) in a 2-bedroom unit with a 0-bedroom voucher pays rent of $1250.

The motion was unanimously approved.

Director Shim moved,

To (1) Approve Proposed Permanent Rules at Chapter 17-2040, Hawaii Administrative Rules (HAR), Entitled “Emergency Housing Voucher Program”, to Administer a New U.S. Housing And Urban Development (HUD) Tenant-Based Rental Assistance Voucher Program Designed to Assist Individuals and Families Who Are:

a) Homeless;

b) At Risk of Homelessness;

c) Fleeing or Attempting to Flee Domestic Violence, Dating Violence, Sexual Assault, Stalking or Human Trafficking, and
d) Recently Homeless for Whom Providing Rental Assistance Will Prevent Individual's or Family's Homelessness or Having a High Risk of Housing Instability, as Required by HUD Notice PIH 2021-15, so the Executive Director can Conduct Public Hearings and Undertake all Other Actions Necessary Under Chapter 91, HRS, and Administrative Directive No. 18-02 to Prepare Proposed Rules for Adoption by the HPHA Board of Directors After Public Hearings; and

(2) Authorize the Executive Director to Undertake All Actions Necessary to Make Non-Substantive Changes, such as Style, Grammar and Formatting

Executive Director Ouansafi reported that the Hawaii Public Housing Authority 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.

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

On September 2, 2021, the HPHA Board adopted emergency rules to allow for the immediate implementation of the program. The Emergency Rules will allow the HPHA to begin implementing the new Emergency Housing Voucher Program, while drafting HRS section 91-3(a) regular administrative rules (i.e., non-emergency administrative rules) thereby allowing immediate assistance to some of Hawaii’s most needy and vulnerable families during the COVID-19 pandemic. Those emergency rules adopted on September 2, 2021 will expire within 120 days after filing with the Office of the Lieutenant Governor.

In compliance with HUD requirements, the HPHA must establish formally adopted administrative rules to implement a permanent or long term EHV program.

Once these new administrative rules are approved by the HPHA Board of Directors, the agency must obtain approval by the Governor to take the proposed Rule to public hearing.

Following approval from the Governor to hold a public hearing on these new administrative rules, the HPHA must give 30-days’ notice to the public and will hold public hearings on the amended administrative rules on the Island of Oahu.
Based on testimony received during the public viewing and comment period, the Executive Director will make any non-substantive amendments to the draft amendments to and in compilation of the Plan prior to or following the public hearing.

After the public hearing, the Executive Director will transmit the new Section 8 – Housing Choice Voucher Administrative Rules to the Board of Directors for final approval, provided that no substantive amendments are made.

While the majority of the new chapter is identical to the emergency EHV rules, passed by the Board of Directors on September 2, 2021, the rules have been amended to omit language in the “Eligibility for admission and participation” paragraph specifically stating those owing a debt to the authority will be required to enter into a repayment agreement upon entry into the program. Currently the question of repayment of debts owed to the authority is with HUD for determination.

The requirement to cure outstanding debt with the housing authority prior to admission to a federally assisted program is an existing HUD requirement under the Housing Choice Voucher and Public Housing programs. It is unclear, however, if HUD had intended housing agencies to use this same requirement for the EHV program. Upon their decision, this section may be amended to comply with HUD requirements.

Additionally, language referring to “emergency rules” have been removed from the proposed permanent rules.

Similar to the Housing Choice Voucher Program, EHV program participants are allowed to port to other jurisdictions. Unlike the HCV program, EHV participants can port to another jurisdiction immediately upon voucher issuance by the HPHA.

The initial funding term will expire on December 31, 2022. HUD will provide renewal funding to the public housing agencies for the EHVbs on a calendar year basis commencing with CY 2023. The renewal funding allocation will be based on the PHA’s actual EHV HAP costs and leasing, similar in many respects to the renewal process for the regular HCV program.

There are no established deadlines to issue the EHV, however, public housing agencies may earn incentives for leasing the vouchers within a certain time period.

The proposed permanent administrative rules were reviewed by the Department of the Attorney General. As is the normal procedure, the HPHA’s Deputy Attorney General(s) may perform an additional review prior to public hearing or resubmission to the Board for adoption.

The motion was unanimously approved.
Director Shim moved,

To (1) Approve Proposed Amendments to the Hawaii Public Housing Authority’s (HPHA) Section 8 – Housing Choice Voucher Program Administrative Plan, That:

a) Establish a Chapter 18 That Sets Forth the Requirements and Administration of a new U.S. Housing And Urban Development (HUD) Emergency Housing Voucher (EHV) Program Designed 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; and Recently Homeless and For Whom Providing Rental Assistance Will Prevent Individual’s or Family’s Homelessness or Having a High Risk of Housing Instability, as Required by HUD Notice PIH 2021-15; and

b) Establish a new Part X to Chapter 17 to Address Provisions Required Under the Rental Assistance Demonstration (RAD) Program, Including But Not Limited to, the Term of the RAD PBV Contract Which Shall be not less than 15 Years, Contract Rents, Re-determining Rent to Owner Annually Based on Rent Reasonableness, Conversion of Households from Public Housing to RAD PBV, Lease Provisions, Establishment of Phase-In of Resident Rent Increases As a Result of RAD Conversion Over A Three- or Five-Year Period For Residents Previously Paying Flat Rent, Termination Notification Requirements, Grievance Process, Tenant Screening Policies, Establishment of and Transitioning to the PBV Waiting List, a Right to Return Policy, Resident Participation and Funding, and Voucher Inventory Turnover Cap,

so the Executive Director Can Conduct Public Hearings on These Proposed Amendments, Subject to Review and Comments by the Department of the Attorney General; and

(2) Authorize the Executive Director to Make Non-Substantive Changes, such as Style, Grammar and Formatting

Executive Director Ouansafi reported that in compliance with HUD requirements, the HPHA must amend its Section 8 – Housing Choice Voucher Administrative Plan to implement the EHV and RAD programs. The proposed amendments will allow the HPHA to implement the new Emergency Housing Voucher and Rental Assistance Demonstration Programs.

Under the EHV program, the HPHA is working with the Continuum of Care (CoC) organization for implementation of the new vouchers and the delivery of services for
program participants. The HPHA and the CoC will continue to maintain regular discussions regarding proposed policy changes and evaluate its effectiveness for the targeted population.

In October 2018, HUD issued a Commitments to Enter into a Housing Assistance Payment (CHAP) to the HPHA for Kuhio Park Towers (KPT Towers). A Financing Plan for the conversion for KPT Towers was submitted to HUD in December 2020 and HUD’s Office of Multifamily Housing issued a RAD Conversion Commitment (RCC) for the conversion of the remaining Public Housing units at KPT Towers to PBV under the RAD program on May 16, 2021.

HPHA and the Michael’s staff have continuously updated the current occupants of the 347 Public Housing units at KPT Towers who leases will be converted from Public Housing Subsidy to Project Based Vouchers (PBV) under the RAD program, including providing this information in multiple languages. The 347 public housing participants have been recently notified that they will be required to execute new leases under the PBV program. The Michael’s organization has staffing in place to respond to any question or concern residents may have, with further support from HPHA staff.

The proposed RAD amendments are not specific to the Towers at Kuhio Park and are intended to be used on possible future RAD conversions at other public housing properties. The HPHA currently only has one property undergoing a RAD conversion.

Once these amended administrative plan rules are approved by the HPHA Board of Directors, HPHA must give 45-days’ notice to the public and will hold public hearings on the amended administrative plan on the Island of Oahu.

Based on testimony received during the public viewing and comment period, the Executive Director will make any non-substantive amendments to the draft amendments to and in compilation of the Plan prior to or following public hearing.

After the public hearing, the Executive Director will submit the amended Section 8 – Housing Choice Voucher Administrative Plan to the Board of Directors for final adoption and approval, provided that no substantive amendments are made.

Proposed changes to the HPHA’s Section 8 Administrative Plan were reviewed by Reno & Cavanaugh and the Department of the Attorney General and will be incorporated in the HPHA’s Hawaii Administrative Rules and presented to the Board at a future meeting.

Chairperson Hall expressed his appreciation to HPHA for their efforts.

Executive Director Ouansafi thanked his staff for their hard work and the Board for their support.

The motion was unanimously approved.
For Information:

Governor’s Executive Order No. 21-07 (Access to State Property) Regarding Protection for the State Workforce and Public by Requiring Contractors and Visitors to Provide Their COVID-19 Vaccination or COVID-19 Testing Status as a Condition of Entry onto State Property and Into State Facilities and the Hawaii Public Housing Authority’s Policy to Implement this Executive Order

Executive Director Ouansafi made a correction to the facts mentioned in the motion, which should have read that the Governor issued an Emergency order on September 8, 2021 (not August 8, 2021).

Executive Director Ouansafi reported that the Governor issued Executive Order No. 21-07 to ensure the safety of the government workforce during this ongoing escalation in COVID-19 cases, hospitalizations, and deaths resulting from the Delta variant is essential for continued operation and service to the public, and now requires additional protections to the State workforce and public by requiring contractors and visitors to provide their vaccination or testing status as a condition of entry onto State property and into State facilities.

The Governor’s Executive Order expressly exempts residents in public housing. The Governor directed that all State agencies will develop and implement policies to carry out his Executive Order no later than September 13, 2021.

Executive Director Ouansafi thanked Executive Assistant Arashiro, his staff and the Deputy Attorney Generals for their hard work and commitment.

Proposed policies are subject to review by the Department of the Attorney General.

The HPHA is requesting an exemption from the Governor’s Office as follows:
1. Extension to implementation date of September 30, 2021. This will allow Contactors and the HPHA enough time to gather required vaccination attestations and provide non-vaccinated individuals time to be tested so that services can continue uninterrupted.
2. Exemption to vaccination and testing requirements for Contractors that are hired to perform emergency repairs and services. In certain situations, such as afterhours emergencies, the HPHA would be severely negatively impacted if we were required to wait for vaccination or testing results from Contractors after hours.

There are still several outstanding questions regarding the applicability of the Executive Order to the HPHA’s programs, such as the Performance Based Contract Administration Program, Contractors who work remotely, etc. As additional guidance is issued by the Administration, the HPHA will revise its policies and procedures to comply with updated mandates.
In addition to vaccination and testing requirements, the HPHA continues to require all individuals, including Contractors and Visitors, to wear face coverings when on the HPHA’s properties, maintain six feet physical distancing, and take their temperature prior to entering any housing unit. All offices continue to maintain ample supply of disposable face masks and hand sanitizer for staff.

Executive Assistant Arashiro clarified that the For Information on this matter was provided to the Board on September 10, 2021. Since then, HPHA began implementing the Executive Order on September 13, 2021 as requested by the Governor. HPHA sought clarification from the Deputy Attorney General’s office and was informed that the requirement for vaccination and testing doesn’t apply to properties that are owned by HPHA but leased by another entity (such as the Towers at KPT).

Chairperson Hall was curious how HPHA will handle a situation if a vendor chooses not to comply with the Executive Order. He expressed a concern for a potential emergency service being needed and a contractor may refuse to follow the Executive Order.

Executive Assistant Arashiro reported that under the Executive Order, contractors (and visitors) are required to provide proof of COVID-19 vaccination or negative test results. If a contractor is unvaccinated and refuses to provide test results, HPHA will deny the contractor access to its properties and use whatever contractual remedies within their contract for their failure to perform, which would include looking outside the contact for someone who could provide services.

Executive Director Ouansafi reassured that HPHA will follow the process necessary, as the safety of its staff and tenants is a priority. He is hopeful that vendors won’t cause any issues.

**Executive Director’s Report**

Executive Director Ouansafi reported on the following:

- On August 13, 2021, the Department of Health Public Health Nurses and Hawaii National Guard provided door to door COVID-19 outreach and education to five of HPHA’s properties.

- HPHA has been meeting and collaborating with the Department of Transportation (DOT) and Hawaiian Telcom to incorporate HPHA public housing properties into the Hawaii DOT Broadband Pilot program to benefit 14 properties on Oahu and 2 on the Hawaii island. HPHA is also working with the University of Hawaii and Spectrum to discuss a project to provide HPHA’s public housing communities with free or low-cost broadband internet service and to schedule a visit to HPHA public housing properties that may need broadband infrastructure upgrades.
• HPHA continues to work with the City and County to create a plan for those who have delinquent rent balances as a result of COVID-19. Even though they’re public housing tenants, they would qualify for federal assistance.

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 and financing plans.

• The City and County of Honolulu informed the developer that the proposed location of the main entry to the project must be revised due to the drainage box culvert running along School Street. This required relocation of the proposed entry to move further Ewa on School Street. Since then, RHF traffic consultant, Fehr & Peers, conducted a traffic impact study for the proposed change to the entry. The study indicated no significant impacts to existing traffic resulting from the change.

• The change in the entry also required revising the main entrance to create a “turnabout”, pedestrian plaza and modifications to the building entry from the garage (as the original entrance could no longer be accessed from School Street).

• A 50/100 Design Development set has been completed. Civil plans reflecting these changes have been submitted to DPP as this is a long lead item in the permitting process. Other than the site plan revisions required due to the entry change, there were no material changes to the Design Development sets that were reviewed and blessed by the Board taskforce.

• As previously reported, RHF has resubmitted its QAP to HHFDC as a non-competitive application, and approval for the application is expected to be reviewed by HHFDC’s Board at its October 2021 Directors meeting.

• Recently, concerns have been raised that there may be insufficient Private Activity Bond (PAB) volume cap available through the HHFDC as the Counties may elect to retain their PAB allocations for 2021. HHFDC has commented that there may be challenges with the bond capacity and that the School Street project would be cannibalizing the rest of the projects in need of bond cap. The Counties are not expected to finalize their decisions until December 2021. The HPHA continues to work with the HHFDC on this issue, however, it may push back the planned ground-breaking until after December 2021 when we have better clarity from the County with respect to its PAB plans.

• The project architect reported that the on-going discussions with DCAB, including the turnabout, pedestrian plaza and new entrance and the architect remains on schedule to file a formal submittal to DCAB in early October, and the architect does not anticipate any issues.
• The surveyor retained to complete the subdivision Map for the first phase of the development and has submitted the first draft of this document, which HPHA is currently reviewing.

• Reno & Cavanaugh, HPHA’s specialized counsel retained for the School Street Redevelopment, is in the process of finalizing drafts of the Disposition and Development Agreement and Ground Lease for Phase I of the project. HPHA anticipates submitting these documents to the Board for approval during the November Board meeting.

• The HPHA continues its efforts to re-organize our campus in order to accommodate the first phase of the development. This process is proceeding smoothly, and Executive Director Ouansafi appreciates the patience, flexibility and cooperation shown by his staff as the agency worked through this process while keeping extremely busy serving the most vulnerable of this state.

• There have been discussions about potentially closing into a Superstructure Permit, which could accelerate the permitting timeline by several months. The development team has had conversations with Bank of Hawaii (BOH) about this possibility. BOH is comfortable with this structure as they closed a previous project for HHFDC under this structure, so there is precedent for this approach. The development team will continue to explore this possibility.

Kuhio Park Terrace/Kuhio Low-Rises and Homes

• The Rental Assistance Demonstration (RAD) conversion closing continues to move forward.

Housing Quality Inspections for all 347 units are also underway and were expected to be completed by September 7, 2021.

HPHA staff continue to work with the local HUD field office to address minor discrepancies relating to HUD’s PIC asset information system and to finalize the Environmental Review required under 24 CFR part 58.

Reno & Cavanaugh, HPHA’s specialized counsel, has prepared closing documents which have been distributed to the HPHA and The Michaels Organization (TMO) for review and comment. These documents are now expected to be submitted to HUD’s counsel for review with the expected closing transaction anticipated before the end of the year.

• KPT Low-rises and Homes Phase II Redevelopment

TMO recently informed the HPHA that its development staff in Hawaii would be leaving the company, and the company was now actively recruiting to replace them and was assigning an internal team on an interim basis to continue to move the
redevelopment effort forward and insure the revised Master Planning and Environmental Review efforts do not lose momentum. HPHA staff will continue to actively monitor this situation.

**Mayor Wright Homes**

- A procurement solicitation for a new Development Partner for the first phase of the project is currently being finalized and is anticipated to be issued in Q4 2021.

- HPHA’s counsel, Reno & Cavanaugh, are still waiting for Hunt to provide the backup information needed for the HPHA to complete the reimbursement request.

**Puuwai Momi**

- On August 31, 2021, the HPHA submitted a proposal to the Office of Planning and Sustainable Development (OPSD) for a CIP TOD planning grant to the benefit of its Puuwai Momi property for the possibility of a mixed-use, mixed-income redevelopment. Puuwai Momi is a 53-year-old 260-unit and comprised of 11.74 acres. It is considered an especially attractive redevelopment candidate due to the higher density housing available under the City and County of Honolulu Halawa Area Transit-Oriented Development (TOD) Plan.

- On September 15, 2021, OPSD informed the HPHA that it has been awarded a $400,000 CIP TOD planning grant to develop a preliminary master plan for the Project.

**Hawaii County - Lanakila Housing Project**

- HPHA has issued a Request For Qualifications (QAP) for Professional Services to complete the Master Plan and Environmental Review (RFQ-DEV-2021-18) for its Lanakila Housing Project and has received a number of responses from consultants interested in providing professional services which were due July 27, 2021. The RFQ selection committee is expected to meet during mid-September to finalize the consultant selection.

- The HPHA delegation of the $550,000 master planning and environmental review grant was awarded for the project from the State Department of Budget & Finance.

**Maui County – Kahekili Housing Project**

- The HPHA submitted a proposal to the Office of Planning and Sustainable Development (OPSD) for a CIP TOD planning grant last year for its Kahekili project located in the Wailuku redevelopment district of Maui.
• On September 15, 2021, OPSD informed the HPHA that it has been awarded a $225,000 CIP TOD planning grant to develop a preliminary master plan for the redevelopment of this property.

**Kalaeloa Project**

• HPHA staff recently visited the Kalaeloa Project to inspect the Tiny Homes that have been constructed on the site and the renovations completed to Building 32 and is in the process of preparing a report summarizing its findings and observations from this inspection.

**Public Housing**

• During the month of August, HPHA moved in 36 families and performed 406 annual reexaminations and 197 interim reexaminations.

• HPHA is also in the middle of federal REAC inspections that would take place with couple weeks’ notice from HUD.

**Section 8**

• During the month of August, HPHA expended a total of approximately $3.9M in housing assistance payments (HAP) to private landlords on behalf of 3,257 voucher holders. HPHA issued a total of 20 vouchers for New Admission (including appeals and reasonable accommodations), Project Based, VASH, FYI, Mainstream, and Port-ins.

• 490 VASH families were assisted, and approximately $431,000 was paid in HAP. 10 veterans received VASH vouchers, 9 leased up, and 38 veterans are in search of housing.

• In August, HPHA performed a total of 424 HQS inspections (averaging 19 inspections a day) and about 70% passed inspection.

• Rent Supplement Program (RSP) made payments of approximately $100,000 the landlords on behalf of 235 families in August.

• HPHA is preparing to begin processing and issuing the new Emergency Housing Vouchers (EHV) in collaboration with Partners in Care (PIC).

**Human Resources**

• HPHA currently has 89 vacant positions and 56 of those vacant positions are on continued recruitment.
• 5 employees were either exposed to COVID by family members or tested positive. Employees with COVID symptoms are required to quarantine and to consult with their physician. Currently, 89% of HPHA staff are fully vaccinated and 11% are either not vaccinated or in the process of completing their second dose.

Director Katsuda and Chairperson Hall were impressed with HPHA and recognized all the hard work of the staff.

Chairperson Hall referred to page 788 of the Board packet and sought more information on the asset reposition consultant services. He also was curious when the RAD conversion will be completed and how the tax credit will impact the timeline of the School Street redevelopment.

Executive Director Ouansafi discussed that the asset repositioning consultant services was an outcome from the recommendations of the Development taskforce. These services include performing a study to reposition the agencies assets. Executive Director Ouansafi reported that the RAD conversion at KPT is at its final stages and anticipates that it’d be completed by the end of 2021. He added that the HHFDC has been working closely with the HPHA. The funds for the School Street redevelopment has been appropriated for $40M, and HPHA remains hopeful that the City and County of Honolulu will provide the CAP. Executive Director Ouansafi confirmed that he’ll keep the Board informed.

Chairperson Hall stated that he’s been tracking the occupancy rate for HPHA’s public housing. He discussed that the occupancy rate in January 2020 was 92.5%, which increased over the years where the occupancy rate in August 2021 was 96.4%. While he recognized the hard work of the Section 8 program, Chairperson Hall also acknowledged the efforts of the public housing program.

Executive Director Ouansafi clarified that some numbers from the occupancy report may be lower than the actual rate. For example, one AMP in the Hawaii island was reported as 0% occupancy but in actuality it’s 100%. Executive Director Ouansafi added that HUD is working to include the AMP in the system. Once corrected, the occupancy rate will be higher. Executive Director Ouansafi added that there are approximately 30 isolation units that are available for COVID positive individuals. He expressed thanks to his staff for their efforts.

Chairperson Hall asked if HPHA or the State is currently in a hiring freeze.

Executive Director Ouansafi reported that there is no hiring freeze. He added that there are 56 vacant positions on continued recruitment. Recognizing the shortage of candidates, Executive Director Ouansafi began to reach out to philanthropy organizations, who are willing to sponsor someone from the mainland to teach 20 interested individuals to learn more about public housing. He is hopeful that this will assist with recruitment in the future.
Director Sparlin moved,

To Adjourn the Meeting

The motion was unanimously approved.

The meeting adjourned at 10:36 a.m.

MINUTES CERTIFICATION:

Minutes Prepared by:

[Signature]

Jennifer K. Menor
Secretary to the Board

10/21/21

[Signature]

Roy Katsuda
Director
Board Secretary

Oct 22, 2021

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on October 21, 2021 [✓] As Presented [ ] As Amended