HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE REGULAR MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING E,
HONOLULU, HAWAII 96817
ON THURSDAY, MARCH 15, 2012
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority met for their Regular Board Meeting at 1002 North School Street, on Thursday, March 15, 2012 at 9:00 a.m.

The meeting was called to order by Chairperson David Gierlach and on roll call, those present were as follows:

PRESENT:
Director David Gierlach, Chairperson
Director Matilda Yoshioka, Vice-Chair
Director Jason Espero, Secretary
Director Roger Godfrey
Director Desiree Kihano
Designee Wilfredo Tungol
Director Travis Thompson
Director Trevor Tokishi

Executive Director, Hakim Ouansafi
Deputy Attorney General, Jennifer Sugita

EXCUSED:
Director Debbie Shimizu
Director George Yokoyama

STAFF PRESENT:
Barbara Arashiro, Executive Assistant
Clarence Allen, Acting CFMA
Nicholas Birck, Chief Planner
Rose Churma, Contract Administrator
Stephanie Fo, Property Management & Maintenance Services Branch Chief, Acting Section 8 Chief
Diane Johns, Program Specialist
Earl Nakaya, Resident Services Specialist
Kiriko Oishi, Compliance Specialist
Joanna Renken, Acting Public Housing Supervisor
William Richardson, Resident Services Specialist
Rick Sogawa, Contracts and Procurement Officer
Taryn Chikamori, Secretary to the Board

OTHERS:
Kent Anderson, Office of Social Ministry
Ira Calkins, Punchbowl Homes Resident
Gloria Castro, Mayor Wright Homes Resident
Augafa Ene, Mayor Wrights Homes Resident

Carol Ignacio, Office of Social Ministry
Fetu Kolio, Mayor Wright Homes Resident
Bob Loren, HPHA Public Housing Resident
David Moakley, Ameresco
Nancy Schroeder, Punchbowl Homes Resident
Matthew Taufetee, Peacemakers
Jun Yang, Faith Action for Community Equity

Proceedings:

Chairperson Gierlach declared a quorum present.

The business of the Board proceeded with approval of the Regular Meeting Minutes of February 16, 2012.

Director Espero moved to approve the minutes.

Director Yoshioka questioned why on page 5 there is a vote with members being listed but in other places there is no list. Chairperson Gierlach explained because there is a "nay" vote where as other votes were unanimous.

Director Thompson stated that the last paragraph on page is duplicated on page 10.

Mr. Ouansafi reported that on page 5 "Lanikila" is misspelled it and it should be "Lanakila".

The minutes were unanimously approved as amended.

Pursuant to Board adopted policy, Chairperson Gierlach asked if anyone had any objections with videotaping of the meeting. With there being no objections, the videotaping of the meeting was allowed.

Public Testimony

Nancy Schroeder, Punchbowl Homes Resident, stated there is a lack of care for the property. The grass is long and the stairs are unsafe. She also stated that the recreation room should be open to all tenants. She also stated that Tenants Association of Protective Services (TAPS) has requested many times to post newsletters on the tenant bulletin board and management has not responded to the requests. .

Director Yoshioka questioned why the recreation room is not open to all residents. Ms. Schroeder replied a Korean resident opened the room and tenants were using it but a tenant complained that only Korean residents get to use the room, so the room was shut down.

Bob Loren, Punchbowl Homes Resident, stated that since the last Board meeting, there have been improvements at Punchbowl Homes. He hopes that with the new deputy manager communication will be better. He also stated he supports smoke free building, and asked that the Board review and change the pet policy.

Ira Calkins, Punchbowl Homes Resident, stated that the grass is so long that he thinks a suspect hid from the police in the grass. He stated that the only change in the grievance procedure is changing the word corporation to authority. He stated the grievance procedures do not match the Administrative Rules. The Administrative Rules section 172020-14 allows a tenant to negotiate the location of a grievance hearing with the Hawaii Public Housing Authority (HPHA). This information is not given to the tenants.

Matthew Taufetee, Peacemakers, stated the Mayor Wright Homes (MWH) association has no unity. At the last resident meeting the officers agreed to hold a new election. The community also did a walk of the property to take ownership of their property.

Director Thompson asked how Mr. Taufetee got involved. Mr. Taufetee stated a friend of his, who is a MWH resident, asked him to help after the incident.

Kent Anderson, Office of Social Ministry, thanked staff for working with the volunteers. He also stated it was a success. Mr. Anderson offered the following feedback to HPHA: 1) focus on filling and not only fixing the units; 2) encourage property managers to fix the units; 3) it was a great partnership and there was always a staff person present; 4) staff needs to take more of a leadership role; 5) some projects informed tenants of the volunteer work and encouraged the tenants to volunteer whereas other projects did not; 6) for the most part, supplies were available and plentiful; and 7) the volunteers are still confused about the minimum age requirements for volunteers.

Jun Yang, Faith Action for Community Equity, stated that Kuhio Park Terrace and Kuhio Homes residents are divided and the two managers are not working together. Security at Kuhio Homes asks loiterers to vacate the property. The loiterers then go to the towers property where security is allowing them to loiter.

Carol Ignacio, Office of Social Ministry, acknowledged Mr. Ouansafi for his efforts in working with volunteers. She stated there were so many volunteers that some were turned away. She stated she had the opportunity to work with the Maui staff. Maui had every staff member present with the exception of one person. The Maui staff was very helpful and showed that they wanted to be there. She also stated tenants need to more responsible for the units after they vacate. The HPHA needs to look at its policies and stop the abuse of the units.

Mr. Fetu Kolio, Mayor Wright Homes Resident, stated there are language barriers and the grievance procedures needs to be translated into all languages. He also stated that it is difficult to evict a tenant who also works for the HPHA. He also stated that HPHA staff should not sit on the grievance hearing board. He also stated that he likes the idea of IDs for tenants.

Gloria Castro, Mayor Wright Homes Resident, stated the Samoan community at MWH is concerned that the security measures are moving too fast and they did not have a chance to provide input. She asked that management have another meeting with the tenants.

For Action:

> **To Recognize the Kuhio Homes/Low Rise Resident Association Pursuant to Board Adopted Policy, Resolution No. 31.**

Chairperson Gierlach stated that the motion will be deferred.

For Action:

Director Yoshioka moved,

> **To Approve the Amendment to the HPHA's 5-Year and Annual Public Housing Agency Plan for the Fiscal Year Beginning July 1, 2009 to June 30, 2014, and to Authorize the Executive Director to Take Required Actions to Submit the Approved Plan to the U.S. Department of Housing and Urban Development.**

Mr. Birck stated that the 5-year plan is for the period of 2009-2014. The HPHA is amending the plan to include what has taken place with the KPT redevelopment.

Director Thompson asked when the report on page 27 was published and stated that he recalls Director McManaman asked for it to be updated. Mr. Birck reported that the report is from 2009 and the updated report is in the annual plan.

Director Espero asked how the site-based application process will work. Mr. Birck replied that in order for the HPHA to do a site-based waitlist, the HPHA needs to indicate it in the 5-year plan, which will then allow the HPHA to address the process.

> **The motion was unanimously carried.**

For Action:

Director Espero moved,

> **To Approve the HPHA's Annual Public Housing Agency Plan for the Fiscal Year Beginning July 1, 2012 to June 30, 2013, and to Authorize the Executive Director to Take Required Actions to Submit the Approved Plan to the U.S. Department Of Housing and Urban Development.**

Mr. Birck stated that plan must be submitted to the U.S. Department of Housing and Urban Development (HUD) by April 18, 2012 in order to receive the capital funds.

Director Yoshioka asked if the plan addresses the undemolishing of Lanakila Homes. Mr. Ouansafi stated that the HPHA is still working with HUD, but HUD has stated that there will not be any consequences. The HPHA asked HUD to provide written confirmation that there will no consequences for HPHA and upon receipt of same, the administrative work will be done.

Director Yoshioka noted that the undemolishing of Lanakila is not in the annual plan, and inquired if this would hold up the work at Lanakila Homes. Mr. Ouansafi responded that it will not hold up the work.

Director Thompson asked why future phases of the KPT redevelopments need an environmental review. Ms. Barbara Arashiro responded that the towers were excluded from the environmental review because it was not changing the foot print, whereas future phases involve demolition and new construction.

Director Thompson asked why the median income on page 50 is $79,400 and on page 54 the median income is $36,289. Mr. Ouansafi responded that staff will look into the difference.

The motion was unanimously carried.

For Action:

Director Yoshioka moved,

To Adopt Revisions to the Admissions and Continued Occupancy Policy Regarding Relocation and Transfer of Residents to Remodernized Units.

Mr. Birck stated that the HPHA wants to change the policy from … "may be allowed to return to "~~their~~" to "a renovated" unit once rehabilitation is complete."

Mr. Ouansafi stated there are thousands of families on the waitlist and many of them are living on the streets. This policy change would save the expense of moving families in and out and move families in quicker. The HPHA is trying to balance the needs of those in housing with the needs of thousands of families currently without a roof over their heads.

Chairperson Gierlach stated that public housing should be temporary, not permanent and staff should have the discretion to place families in the appropriate units.

Director Kihano stated that management is only looking at how much it would save the agency and not at the cost to the residents.

Mr. Ouansafi stated that the HPHA is willing to work with the residents and is willing to help with the changes involved in moving units.

Director Thompson stated the way the policy is worded, it reads to benefit the HPHA not the residents. He also stated that the point should not be about the money, but respecting the rights of tenants.

Chairperson Gierlach stated the mission of the HPHA is to provide safe, sanitary and decent housing and that does not mean a tenant needs to return to the same unit. Also the tenant has the right to appeal the HPHA's decision. He also stated that the manager should not be the one making the decision, and such language should be included in the policy.

Ms. Arashiro asked that if it is clear that the HPHA is not asking to move tenants to a different project but to the same project just a different unit. Director Tokishi stated it was not clear in the policy, and he would like such language to be added.

Chairperson Gierlach stated there should also be language that states the HPHA will work with the tenants and include an appeal process.

Director Thompson moved,

> **To Defer the Motion to Adopt Revisions to the Admissions and Continued Occupancy Policy Regarding Relocation and Transfer of Residents to Remodernized Units.**
>
> **The motion was unanimously carried.**

Chairperson Gierlach called for a recess at 10:26 a.m. and reconvened at 10:37 a.m.

Reports:

Board Task Force Reports: none

Chairperson Girelach appointed Director Kihano, Director Espero, Designee Tungol, and himself to the Mayor Wright Homes Task Force. The Task Force will work with the Executive Director on the visioning process and future of Mayor Wright Homes.

Executive Director's Report:

Mr. Ouansafi reported that the HPHA staff thanked the community for their participation in the "I Have a Dream" Hawaii Housing Campaign and handed out roses to strangers and asked them to pass it on to another stranger on behalf the HPHA.

Mr. Ouansafi reported that 199 units are rent ready. The HPHA used single and mass certifications and moved in 132 families.

Mr. Ouansafi stated he is looking at the deficiencies of the 46 units on Kauai and wants them rent ready as soon as possible.

Director Tungol asked about the number of hours spent by volunteers and if the HPHA could ask the community to provide lunch for the volunteers. Mr. Oaunsafi reported that the average time was about five hours per person and that because of federal guidelines the HPHA cannot solicit donations.

Mr. Ouansafi reported that the HPHA provides translation for documents in many languages. Mr. Ouansafi stated that the security measures at MWH are moving fast because of the incidents at the project. He also stated that the previous security contractor has been released and Matt Levi will be taking over security at MWH as of 5:00 p.m. today. Matt Levi uses guards with law enforcement background. The tenants are being given the opportunity to take back their community. Visitors are welcome, if they are invited. No visitor's cars will be allowed on the property after a certain time and lighting is being increased. The HPHA is also meeting with organizations and authorized Mr. Taufetee, Peacemakers, to meet with the residents.

Mr. Ouansafi reported that over the last month the delinquencies were reduced by $280,000 and a task force has been created to deal with delinquencies. The HPHA worked with 383 families on getting them up-to-date on rent. The HPHA closed 2073 work orders. He also stated he is working on restructuring the agency.

Chairperson Gierlach asked who is responsible for cutting the grass at the projects. Mr. Ouansafi reported that it is the property managers' responsibility but, upper management does not always give them the right tools to do their job. Mr. Ouansafi reported that the HPHA has requested that 19 new positions be created to ensure project managers have appropriate staffing to do their jobs.

Mr. Ouansafi reported that he met with the Department of Human Services (DHS) on changing the name of Section 8. He also stated he wants to restructure how a vacant unit is processed. One person should be responsible from vacancy to occupancy.

Mr. Ouansafi reported that he also met with DHS regarding designating smoke free building(s) and is creating procedures. He intends to start the smoke free pilot project this year.

Mr. Ouansafi also reported that he is lobbying the Legislature for more funds and asked HUD for training.

Mr. Ouansafi reported that the fiscal office is working out the issues with the single audit and Ms. Arashiro has been relocated to the fiscal office to help with the issues.

Mr. Ouansafi reported the HPHA is in the process of engaging a grant writer to assist with the available grants.

Mr. Ouansafi stated he is looking into creating a for profit section of the HPHA. The profit would be used to invest in more training and hiring tenants. Mr. Ouansafi stated if the Board is interested in the idea he can put packet together.

Director Espero responded that he thinks it is a good idea but believes that the Legislature would need to amend the statutes.

Director Thompson stated he would like to have an opinion from the attorney general's (AG) office. Mr. Ouansafi reported the HPHA has submitted it to the AG's office.
Director Kihano supports the idea of establishing a For Profit area of the HPHA.

Chairperson Gierlach asked about the pending legislation regarding compensation for the Executive Director. Mr. Birck replied the legislation died. Chairperson Gierlach asked where that leaves the HPHA with HUD. Mr. Ouansafi reported HUD has told the HPHA to just wait and see.

Director Yoshioka asked if HPH staff serve on the eviction board. Director Kihano responded that there are HPHA staff members on the grievance hearing board, but not the eviction hearing board.

Director Yoshioka asked about TAPS at Punchbowl and whether it replaced the tenant association. Mr. Ouansafi reported that it is a self formed group and that it does not replace the tenant association. Chairperson Gierlach asked why TAPS does not have access to the tenant bulletin board. Mr. Ouansafi reported staff will look into the issue and report back to the Board.

Director Thompson asked why Hilo used to have 375 units and now shows 320 units. Ms. Fo stated the previous count included the units that will be demolished and those units should have not been included in the count.

Director Yoshioka asked the status of the American Reinvestment and Recovery Act (ARRA) funds. Mr. Ouansafi reported that all deadlines were met. Ms. Arashiro stated that all ARRA items were closed in February.

Director Thompson asked what the ($4,584,663) less allowance for doubtful accounts is for. Mr. Allen stated it is for the delinquencies and will be removed after it is analyzed. Director Thompson asked if the HPHA asks the board approval before writing off delinquencies. Mr. Allen responded that the HPHA sends it to the AG's office. Director Thompson asked how old the balance is. Mr. Allen replied around nine years old.

Director Tokishi asked why it has not been written off since it's nine years old. Ms. Arashiro replied that the HPHA is starting to clean it up. Mr. Ouansafi stated that even if there is a balance of $1, the question needs to be asked why, how, when and what needs to be done to correct the error.

Director Godfrey asked when the budget is being done. Mr. Allen replied the HPHA is currently working on the 2012-2013 budget. Director Tokishi asked if the HPHA does a restatement of the budget. Ms. Arashiro confirmed that the budget is restated, if there is a significant need to do so.

Director Yoshioka stated there was an article in the paper regarding Kukui Gardens and public housing, but Kukui Gardens is not a HPHA property. Mr. Ouansafi reported the media has been contacted and informed that Kukui Gardens is not a public housing property.

Director Espero moved at 11:35 a.m.

Motion: **To 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:**

1. **Approval of Executive Session Minutes of February 16, 2012;**
2. **For Information:** ***Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise In Her Official Capacity As Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795)*;**
3. **Issues regarding Kuhio Park Terrace;**
4. **Issues regarding contract negotiations with Ameresco.**

The motion was unanimously carried.

The Board reconvened from Executive Session at 1:01 p.m.

Mr. Ouansafi reported that Ms. Churma was the lead in the MWH hot water issue, the large capacity cesspool conversation and the Kauai flood. He reported Ms. Churma is leaving the HPHA to become the President of the Filipino Community Center for Non-Profit Organizations.

Chairperson Gierlach thanked Ms. Churma for all her hard work at the HPHA and that the Board is grateful for all she has done. He also wished her well on her future endeavors.

With no further business for the Board to conduct,

Director Espero moved to adjourn,

The motion was unanimously carried.

The meeting adjourned at 1:10 p.m.

MINUTES CERTIFICATION

Minutes Prepared by:

Taryn S. Chikamori — APR 1 9 2012

Taryn Chikamori
Secretary to the Board

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on APR 1 9 2012.

J Espero — APR 1 9 2012

Jason Espero
Director/Board Secretary

Date