MINUTES OF THE REGULAR MEETING
OF THE HAWAII PUBLIC HOUSING AUTHORITY
HELD AT 1002 N. SCHOOL STREET, BLDG. E
ON THURSDAY, JANUARY 24, 2008,
IN THE CITY AND COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority met for their Regular Meeting at 1002 N. School Street, on Thursday, January 24, 2008 at 9:00 a.m.

The meeting was called to order by Chairperson Travis Thompson and, on roll call, those present and absent were as follows: ORDER/ ROLL CALL

PRESENT:
Director Travis O. Thompson, Chairperson
Director Eric Beaver
Director Anne Marie Beck
Director Rene Berthiaume
Director Sherrilee Dodson
Director Carol Ignacio
Director Clarissa Hosino
Director Kaulana Park
Director Linda Smith
Designee Henry Oliva
Director Matilda Yoshioka

Executive Director, Chad Taniguchi
Deputy Attorney General, Diane K. Taira

EXCUSED:

STAFF PRESENT:
Barbara Arashiro, Acting Contracts & Procurement Officer
Shirley Befitel, Personnel Supervisor
Dexter Ching, Section 8 Subsidy Program Branch Chief
Michael Hee, Contract Administration Section Chief
Derek Fujikami, Building Engineer V
Derek Kimura, Property Management and Maintenance Services Branch Chief
Clifford Laboy, Program Specialist
Chu Lee, Fiscal Officer I
Glori Inafuku, Compliance Officer
Sandra Miyoshi, Homeless Programs Branch Administrator
Lili Funakoshi, Hearings Officer
Earl Nakaya, Program Specialist
Taryn Chikamori, Secretary to the Board

OTHERS:
Bernie Young, Kalihi Neighborhood Board Chair
Alisha Leisele, Senator Chun Oakland's Office
Lani Rivera, Puahala Homes Resident
Joseph Faa, son of a Puahala Homes Resident
Hia Tri Nguyen, Puahala Homes Resident
Kanahi Vaihfa, Puahala Homes Resident
Joelene Cruz, Puahala Homes Resident
Aua Namoa, Puahala Homes Resident
Vickie Milo, Puahala Homes Resident
Vanburen Rodrigues, Puahala Homes Resident
Sharon Kekehu, Puahala Homes Resident
Agnee Gonzelu, Puahala Homes Resident
Monique Ocampo, Resident Advisory Board (RAB)
David Yaw, Resident Advisory Board (RAB)

Chairperson Thompson declared a quorum present. QUORUM

APPROVAL OF MINUTES REGULAR MEETING 12/20/07

Director Beaver moved, seconded by Director Hosino,

> That the minutes of the Regular Meeting held on December 20, 2007 be approved as circulated.

The motion was unanimously carried.

RESIDENT REPORT/ PUAHALA HOMES RESIDENTS

Vickie Milo, Puahala Homes resident, stated that some of the questions and concerns the Puahala Homes residents have with the Next Step Shelter moving into Puahala Homes are 1) management failed to inform the residents about the transitional shelter and that inmates were coming to help renovate the vacant units, 2) how are Next Step Shelter applicants being screened, 3) why can't current resident units get fixed, 4) may the residents transfer to other housing projects or transfer within Puahala Homes, 5) what are the rules for the families in the transitional shelter, 6) will there be an on-site supervisor.

Joseph Faa, Puahala Homes resident, asked 1) are the families going to be safe with the transitional families moving in, 2) are the transitional families going to have training in budgeting, parenting, etc., 3) how are the rules going to be enforced, 4) during the 2 year period will it be the same 14 families or are the families going to keep changing.

Bernie Young, Kalihi Neighborhood Board Chairperson, stated she is not against the homeless. But Kalihi already has domestic violence shelters, a prison and elderly housing, and doesn't need anymore dumping in Kalihi.

Jolene Cruz, Puahala Homes resident, asked 1) what building will be used, 2) why were they never told about the inmates coming to clean. She believes that transitional shelters work but no information was given on this matter.

Francis Nishimura, Kalihi resident, stated his concerns are 1) no notice was given to the public and the public was not allowed to give input, 2) the theft, burglary and drug use might go up, 3) who made the decision, and when was this decision made, 4) why is the waitlist being bypassed, 5) if more state projects come in then there will be less neighborhood residents to raise concerns.

Sharon Kekehu, Puahala Homes resident, stated her concerns were that the notification flyer that was sent to residents stated informational meeting regarding the proposal to convert several buildings at Puahala Homes to transitional housing, but in reality the decision was already made.

Chad Taniguchi, Executive Director, stated that the Board of Directors on October 18, 2007 approved 14 units to be used for transitional housing. No one in building 11 or 14 would be forced to move. All preparation for the transitional housing needs to be completed by July 1, 2008 because Next Step Shelter is losing their current location in Kakaako. This will only be a two year program and will be 14 units. The rules, who will be on site, times they are available, emergency procedures, and what type of families that will be selected will be worked out with management from the Next Step Shelter and current Puahala residents.

Mr. Park stated that the residents and Hawaii Public Housing Authority (HPHA) should sit down and discuss what will be happening.

Monique Ocampo, Resident Advisory Board (RAB) stated that the right process was not followed.

David Yaw, RAB, asked how many communities are going to be affected before HPHA understands that not only the homeless people will be affected by this but also the residents who already are in the public housing projects. Why are people being bypassed on the list?

Director Smith stated the Next Step Shelter families are thoroughly screened, have children, and no drug use. Wrap around services will be provided for all transitional shelter families.

Sandra Miyoshi, Homeless Programs Branch Administrator, stated HPHA is working with Legislatures to get appropriation for another location for the Next Step Shelter.

Director Hosino stated that her concern is that at the resident meeting the staff from Next Step Shelter did not have answers for the residents questions.

Chairperson Thompson asked Director Park, Mr. Taniguchi and Ms. Miyoshi to work with the residents to better communicate and answer any unresolved questions that residents may have and that if any are unresolved it can be brought back to the next Board meeting.

Mr. Nishimura asked who will be in charge of the Next Step Residents. Ms. Miyoshi stated Affordable Housing and Homeless Alliance and HPHA will make sure that a phone number is given to residents to call in complaints. Next Step residents are immediately evicted if rules or violations are not followed. There will be a daily check of all transitional shelter residents.

The Chairperson declared a recess at 10:15 a.m. The meeting reconvened at 10:20 a.m.

RECESS RECONVENED

The Chairperson declared a recess at 10:21 a.m. to convene to HHA Wilikina Apartments Projects, Inc. The meeting reconvened at 11:45 a.m.

Director Berthiaume arrived at 11:45 a.m.

TASK FORCE REPORT/ FINANACE/ AUDIT/ASSET MANAGEMENT

Chairperson Thompson stated the final submittal for the audit to U.S. Department of Housing and Urban Development (HUD) must be by March 31, 2008. Mr. Wilcox Choy, Auditor, informed the Finance Task Force that he is getting information for the minor accounts but not the major accounts. HPHA need to focus on the major accounts.

HPHA needs to report to Budget and Finance with the Legislature on how HPHA is doing for FY 2007 and what is the plan for FY 2008. Chairperson Thompson stated that the report cannot be done without a budget. He asked that staff provide a budget be put on February's agenda. The Task Force is looking into tax projects.

Director Smith stated the HPHA Legislative package was submitted for $10 million not the $10.8 million shortfall that HPHA has.

HUMAN RESOURCES

Designee Oliva stated there were 18 applicants for the Executive Assistant position and the Human Resources Task Force interviewed 2 candidates. Budget and Finance would not allow HPHA to fill any of the 47 critical positions because no funds are available. Mr. Taniguchi, Designee Oliva and Shirley Befitel, Personnel Supervisor, need to discuss which positions are to be deemed most critical positions and report to the Financial Task Force regarding funding.

TENANT RELATIONS

Director Hosino stated there was hostility during the December 4, 2007 Maui County Meeting. During the January 22, 2008 meeting the attitude had changed to positive. Management has improved; it was a complete turn around.

Director Hosino stated Mayor Wright vacant units are being vandalized but there was a good turnaround on the units that have been repaired. The handicap parking stalls at Kamehameha Homes have been moved and the residents want

them moved back. Two handicap stalls have been addressed but there are 6 more stalls that need to be addressed. Director Hosino stated there is a concern about handicap stalls not being painted and no signs posted at many projects.

HOMELESS-NESS

Director Park stated the strategic plan is close to being completed and

Director Park stated the top 10 sites were presented to the Legislature for a permanent site for the Next Step Shelter. The Kauai homeless site has a high electric bill and Ms. Miyoshi will be working with Kauai Economic Opportunity (KEO) to work on a sublease agreement under which HPHA will cover a set amount then the rest is needs to be cost cutting.

Director Hosino asked can it be explained what the difference between the homeless families and the homeless families that are working. How is HPHA working with them? Director Kaulana will present a model to the Board at the next Board meeting.

PUBLIC HOUSING OPERATIONS

Director Ignacio stated the Task Force listened to the issues and challenges in operations and gave Mr. Taniguchi suggestion on how to deal with overall operations. Mr. Taniguchi stated a recommendation from the Task Force was to create specific goals for key staff and monitor those goals.

Chairperson Thompson asked that the agenda be changed to move to decision making.

DECISION MAKING: REQUEST FOR APPROVAL OF THE PRELIMINARY DRAFT OF THE HPHA FY 2008 5-YEAR AND ANNUAL PLANS TO CONDUCT REQUIRED PUBLIC HEARINGS

Director Beaver moved, seconded by Director Dodson,

> Request for approval of the Draft of the HPHA FY 2008 5-year Annual Plans and to Conduct Required Public Hearing.

Mr. Taniguchi stated this is a strategic plan for HPHA. Two things that needs to be added to the draft are HPHA will be looking into mixed finance development to improve public housing, and will be looking into designating elderly housing for elderly only because there are conflicts between the elderly and some disabled residents.

Director Hosino asked should the State Housing have a representative on the Resident Advisory Board (RAB). Mr. Taniguchi stated that may be difficult because the Public Housing Authority (PHA) Plan affects only the federal housing projects. Glori Inafuku, Compliance Officer, stated the state housing projects have their own administrative rules and the RAB represents the only the federal housing projects. Director Hosino requested the federal and state administrative rules in writing.

Director Dodson left at 11:50 a.m.

Chairperson Thompson asked if HUD Strategic Goal: Improve community quality of life and economic vitality, should have the box checked regarding Study the possibility of designating developments or buildings for particular resident groups (elderly, persons with disabilities). Mr. Taniguchi stated yes, HPHA will check that box.

Director Beaver asked what asset development is. Earl Nakaya, Program Specialist, stated HPHA has a self sufficiency program which encourages families to earn enough leave public housing.

Mr. Taniguchi asked how HUD uses the PHA Plan to score HPHA. Barbara Arashiro, Acting Contracts & Procurement Officer, stated HPHA would list the

objectives, determine what was accomplished and then a score would be given.

Director Beaver asked how HPHA is going to increase the number of employed residents. Ms. Arashiro stated the first section is the 5 year plan, and the next section is the annual plan which details the plan. Dexter Ching, Section 8 Subsidy Program Branch Chief, stated the 161 is the number of participants. Since people have graduated from the program the required number of people went down.

Director Berthiaume stated on page 83 and 84 it states 9 Board of Directors, it should state 11 Board of Directors.

Director Ignacio asked why HPHA is not going to look into a drug elimination program. Ms. Arashiro stated that because HUD does not provide funds anymore.

Director Berthiaume asked why HPHA is not going to do Hope VI. Director Smith suggested HPHA leave the box to apply for Hope VI left blank.

Chairperson called for a question on the:

> Request for approval of the Draft of the HPHA FY 2008 5-year Annual Plans and to Conduct Required Public Hearing.

The motion was unanimously carried.

RECESS RECONVENED

The Chairperson declared a recess at 12:24 p.m. The meeting reconvened at 12:30 p.m.

EXECUTIVE SESSION

Director Smith moved, seconded by Director Beaver,

> That the Board of Directors meets in Executive Session at 12:30 p.m. to discuss personnel issues.

The motion was unanimously carried.

The Board moved out of Executive Session at 1:10 p.m.

EXECUTIVE SESSION

Director Beaver moved, seconded by Director Beck,

> That the Board of Directors meets in Executive Session at 1:11 p.m. to discuss report on Use of Resources.

The motion was unanimously carried.

The Board moved out of Executive Session at 1:33 p.m. Director Park left at 1:33 p.m.

REPORT OF THE EXECUTIVE DIRECTOR/ FILLING VACANT UNITS

Mr. Taniguchi stated filling the vacant units was 66 days in the past fiscal year, the last 6 months has been 38 days. HPHA wants to get it to 5 days.

COLLECT RENT/ EVICTIONS

Mr. Taniguchi stated HPHA will be putting emphasis for all tenants to be paying, moving out or vacating during the next year. Chairperson Thompson would like a chart on the hearing process. Director Berthiaume asked whether the state

project and federal projects eviction processes the same. Mr. Taniguchi stated no, the state housing is now going straight to court. Federal projects go to the eviction board.

PROCURE-MENT

Mr. Taniguchi stated HPHA tried to hire private managers for 2 Asset Management Projects (AMPS). The one rated the highest had some technical deficiencies in their application. They were hired in error; and the contract will be voided and the next qualified applicant will get the contract. There are now more companies applying for the managing contracts. The current companies employed as private managers are Hawaii Affordable properties Inc. and R & L Properties. The new companies are Ewa Point Realty and Management Inc.

Chairperson Thompson asked about a $369,031.00 contract with Architects Hawaii Limited that contains an energy audit component. Ms. Arashiro stated this is not an investment grade audit, which will be provided by the energy performance contract. Mr. Taniguchi stated he will check if this energy audit is still needed.

ADJOURNMENT

Director Beaver moved, seconded by Director Beck,

The motion was unanimously carried.

There being no further items to be discussed,

The meeting be adjourned at 2:00 p.m.

MATILDA YOSHIOKA
Secretary

Approved