



MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Date:	Wednesday, August 2024
Time:	3:00 p.m.
Location:	688 West 100 North, Provo, UT 84601

Opening Business

- Welcome and Roll Call:** Chairman Martha Wingate welcomed the Board of Commissioners and staff and opened the meeting at 3:06 p.m. The following members of the PCHA Board of Commissioners and staff were in attendance: Vice Chair Lynette Hemsath Commissioner Wilson, Commissioner Speckhard (remote), Commissioner MacKay, Paula Curtis Operations Manager, Jessie Oyler, DED, Shannon Dalley CFO, and Sarah Van Cleve, Executive Director.

Excused: Commissioner Christian Faulconer
- Approval of Minutes for PCHA Board Meeting July 17, 2024:** Commissioner MacKay made a motion to approve the Minutes for the July 17, 2024 PCHA, Board Meeting. Commissioner Hemsath seconded the motion. The vote was unanimous, 5:0.

Public Comment: Craig Christensen was in attendance

Executive Team Report:

- RAD Conversion meeting:** The staff met with Brawner to discuss options for a RAD conversion. They are still gathering information and will provide a list of options. Sarah Van Cleve met with other PHA's to learn about their experiences. Streamline conversion seems to be the best option for a PHA the size of PCHA. There is no current plan to implement a conversion at this time.
- Email to HAUC:** For the past several years HAUC and PCHA have been completing inspections for PHA owned properties with HCV subsidy attached. Because URH owns most of the properties, there is no requirement to have an outside entity complete inspections. This caused a huge discrepancy in the amount of work required. PCHA would be completing 275 inspections for HAUC and HAUC would be completing 47 inspections for PCHA. PCHA was willing to continue to provide inspections to HAUC as part of a new inter local agreement. The offer was declined.
- Employee Update:** There are 2 strong final candidates for the inspector position so there will be second interviews. DED Oyler created a "wellness and safety" committee to address internal needs. There is representation from each department.
- Nspire:** Public Housing had the first "Nspire" inspection. It went really well. The inspector thought the score would come in the 90's. If the score is above 90, HUD won't inspect again for 3 years. The Maintenance did an excellent job preparing for the inspection.

Discussion and Action Items:

- 1. Review and Approval of May 2024 Financials:** The financials were reviewed. It was noted that the Shelter Plus Care program over spent and URH will cover the shortage for the program. Rents continue to come in higher than budgeted. Commissioner MacKay made a motion to approve the financials, Commissioner Wilson seconded the motion; financials approved. Approve 5:0.
- 2. Occupancy Report:** Paula updated the report by adding tabs at the bottom for previous months.
- 3. Approval Leave Policy:** Commissioner Mackay made a motion to approve, Commissioner Hemsath 2nd, motion passed 5:0

Adjourn: Commissioner MacKay made a motion and Commissioner Hemsath seconded the motion. The meeting ended at 4:10.

Next Meeting will be Wednesday August 21, 2024 at 3:00 pm.