



MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Date:	Wednesday, June 15, 2022
Time:	4:00 p.m.
Location:	688 West 100 North, Provo, UT 84601

Opening Business

- 1. Welcome and Roll Call:** Chairman Doug Gale welcomed the Board of Commissioners and staff and opened the meeting at 4:09 p.m. The following members of the PCHA Board of Commissioners and staff were in attendance: Chairman Doug Gale; Vice-Chairperson Lynette Hemsath, Commissioner Eric Speckhard, Robert Vernon, Chief Executive Officer, Shannon Daley, Financial Services Manager, Paula Curtis, Executive Assistant, and Pamela Liston, Special Projects Manager. Also attending were Martha Wingate and Katrice McKay. Commissioner Handley was excused.
- 2. Approval of Minutes for PCHA Board Meeting April 20, 2022:** The Board did not have any questions on the minutes. Vice-Chairperson Hemsath made a motion to approve the Minutes for the PCHA Board Meeting on April 20, 2022. Commissioner Speckhard seconded the motion. The vote was unanimous, 3:0.
- 3. Approval of Minutes for PCHA Special Board Meeting on May 24, 2022:** The Board did not have any changes for these minutes. Commissioner Speckhard made a motion to approve the Minutes of the PCHA Special Board Meeting on May 24, 2022. Vice-Chairperson Hemsath seconded the motion. The vote was unanimous, 3:0.

Public Comment: There was no one in attendance to make any public comments.

Executive Director's Report:

- 1) 85 North:** The 3rd floor is poured but that are some problems with the install. The Engineer has requested that they drill holes into the concrete to insert bolts every 6 inches to secure this floor. Once this floor is complete, the others should go up fairly fast as they are already assembled and on site waiting to be installed. The time frame for finishing the entire project has now been pushed to February of 2023.
- 2) Update on Inter-Local Agreement:** The Inter-Local Agreement that was between the PCHA and Utah County Housing Authority has been terminated. Provo City clients will no longer be able to rent a unit outside the City of Provo. Mr. Runia, Utah County Housing's Director, terminated the agreement in January and Mr. Vernon was working with the Board Chair and HUD to try and keep the agreement in place. But, the agreement has terminated.

Discussion and Action Items.

1. Review and Approve March Financials

Ms. Dalley talked to the Board about the March financials and went over the different categories to show that the accounts are all in line with the budget. Vice-Chairperson Hemsath made a motion to approve the March financials. Commissioner Speckhart seconded the motion. The vote was unanimous, 3:0.

2. Review and Approve April Financials

Ms. Dalley also presented the April financials and they still look great compared to the budget. Commissioner Speckhart made a motion to approve the April financials. Vice-Chairperson Hemsath seconded the motion. The vote was unanimous, 3:0.

3. Discuss change to PCHA Personnel Policy.

For employees who have worked at the Housing Authority for at least 30 years, there is an option to use one day of accrued sick time per month after they retire to continue their insurance. For some reason in the policy it states "not including dental". The staff is asking that this phrase be removed from the policy and that it include Medical and Dental insurance. Commissioner Speckhart made a motion to remove "not including dental" from the PCHA Personnel policy. Vice-Chairperson Hemsath seconded the motion. The vote was unanimous, 3:0.

4. Discuss and Approval of COLA for Employees.

The current inflation rate is around 11% with the cost of gasoline up by 49%. The employees have no control over any of this and many are struggling to make ends meet. Mr. Vernon proposed that the employees receive a 7.5% COLA one-time payment. This would be calculated based on their annual salary and then would be distributed each pay period through the end of the year. Commissioner Speckhart made a motion to approve a one-time COLA of 7.5% to be disbursed each pay period. Vice-Chairperson Hemsath seconded the motion. The vote was unanimous, 3:0.

5. Discuss Time and Place for PCHA Board Training.

Mr. Vernon asked the Board if they would like a training to go over the different programs and properties under the PCHA. The Board members were in favor of this training. Mr. Vernon told the Board he would send out a google poll to see what is going to work for everybody sometimes later in July.

Vice-Chairperson Hemsath made a motion to adjourn the meeting at 5:02 p.m. Commissioner Speckhart seconded the motion. The vote was unanimous; 3:0.

The Next PCHA Board Meeting is scheduled for July 20,2022 at 4:00 p.m.