

**Great Falls Housing Authority
Board of Commissioner's Meeting
May 16, 2024
12:00 PM**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met on Thursday, May 16, 2024. The meeting was called to order at 12:07 p.m. by Chairperson Rosie Kiernan.

PRESENT: Rosie Kiernan, Chairperson, David Fink, Commissioner, Rodney Blake, Commissioner, Megan Farmer, Commissioner, Lyle LaPree, Commissioner and Kathleen Whitaker, Commissioner.

ALSO PRESENT: Greg Sukut, Executive Director, Chris Tinker, Deputy Director, Donna Halbleib, Program Supervisor, and Carolyn Burg, Administrative Assistant.

ABSENT: Doug Spence, Vice Chairperson, and Steve Herford, Maintenance Supervisor.

PETITIONS

PUBLIC COMMENT

EXECUTIVE DIRECTOR REPORT

Building 4-A

Tabacco Construction has laid all the footings and finished the thresholds on the building. They are beginning on the west side porches and are looking to finish with the work inside in the next week or two. We will then go through the punch list and request the Certificate of Occupancy.

Building 5-A

Construction on the building is roughly about 75% completed. Tabacco has laid the footings for the concrete work, installed the stone on the ends of the building, loaded vinyl flooring into the units. Interior doors are scheduled to be delivered and installed in the next week or two. Tabacco has been very easy to work with and continues to move very quickly.

Buildings 5B and 7D

Spark Architects is nearing completion of the drawings for Buildings 5B & 7D. Pending award notification for the Capital Fund Program, we hope to advertise and go out for bid within the next month or so.

Section 8 HCV

Montana NAHRO has been in contact with Congressmen Zinke and Tester for assistance in speaking with HUD in relation to the HUD reserves that are being taken from the Montana Housing Authorities. Zinke's office has submitted a letter/report to

the Appropriations Committee on May 3rd and met with Montana PHA's on Monday, April 5th to gain more insight into what issues we are dealing with concerning the Section Eight utilization and budgets. The goal is to have HUD recalculate and increase the FMR's for Montana to help assist with using our vouchers more effectively and housing more families in Montana.

OLD BUSINESS

NEW BUSINESS

The January minutes were received and reviewed. Commissioner Fink made a motion to approve the minutes as written. Commissioner LaPree seconded the motion with unanimous voice approval.

The March Board minutes were received and reviewed. Commissioner Fink made a motion to approve the minutes as written. Commissioner Farmer seconded the motion with unanimous voice approval.

Resolution 1007 – Approving SEMAP. Commissioner Farmer made a motion to approve Resolution 1007 as written. Commissioner LaPree seconded the motion with unanimous voice approval.

Resolution 1008 – Approving Capital Fund Great MT01P00250124. Commissioner Fink made a motion to approve Resolution 1008 as written. Commissioner Blake seconded the motion with unanimous voice approval.

Swimming-Passes were discussed. The Housing Authority purchases the passes for the ECWP & Scheels Aim High Big Sky Aquatic and Recreation Center and the GFHS pool areas for our resident children in public housing and Section 8 children. Commissioner Farmer made a motion to approve the purchase of 600 swim passes from ECWP/Scheels Aim High Big Sky Aquatic & Recreation Center & GFHS with an additional 200 passes if needed. Commissioner LaPree seconded the motion with unanimous voice approval.

Recommendation of Commissioner Megan Farmer to 2nd Five Year Term, Commissioner Lyle LaPree to 3rd Two Year Term, and Commissioner Kathleen Whitaker to 1st Year Term was received and reviewed. Commissioner Blake made a motion to approve the recommendation of Commissioner Megan Farmer to 2nd Five Year Term, Commissioner Lyle LaPree to 3rd Two Year Term, and Commissioner Kathleen Whitaker to 1st Year Term. Commissioner Fink seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of March 2024. Commissioner Fink made a motion to ratify cash disbursements for March 2024, (see beginning and ending check numbers). Commissioner LaPree seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of April 2024. Commissioner Fink made a motion to ratify cash disbursements for April 2024, (see beginning and ending check numbers). Commissioner Whitaker seconded the motion with unanimous voice approval.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Commissioner LaPree let the Commissioners and staff know that he will not be attending June 20th 2024 board meeting.

Commissioner Blake let the Commissioners and staff know that he may not be attending June 20th 2024 board meeting.

COMMUNICATIONS

Updates to the following sections in the Personnel Policy regarding Operation of Housing Authority Vehicles, Tools, etc., Holiday Compensation for Juneteenth (June 19th) and Leaving Employment Resignation – exit interview will be requested. Commissioner Farmer requested cell phones be added to the list. The commissioners agreed to everything listed.

Commissioner Fink suggested to have staff look into the Succession Planning Training & Certification program and possibly set something up for the board members and staff to attend in person or via zoom meeting and start preparing a plan for GFHA.

Scholarship extension was discussed. We had no applications turned in by the deadline of April 12th. The Commissioners agreed to extend the deadline to July 2024 and open the scholarship up to adult tenants as well.

There being no further business to come before the Board, Commissioner Farmer made a motion to adjourn. Commissioner Whitaker seconded the motion. The meeting was adjourned by Chairperson Kiernan at 1:19 p.m. The next Board meeting will be held on **Thursday, June 20, 2024 at 12:00 p.m.**

Respectfully Submitted By:

Approved By:

Greg Sukut, Executive Director

Rosie Kiernan, Chairperson