



Utah Paiute Tribal Housing Authority

565 North 100 East • Cedar City, Utah 84721 • (435) 586-1122

Utah Paiute Tribal Housing Authority Board of Commissioner Meeting February 16, 2018

Meeting called to order by Chairperson, Betty Cuch at 12:46 p.m.

Roll Call:

Betty Cuch- Board member, Chairperson- Cedar Band
Travis Duran-Board member, Vice-Chair- Shivwits Band
Toni Kanosh-Board member, Secretary- Koosharem Band
Halena Blandford-Board member, Kanosh Band
Vacant-Board member, Indian Peaks Band

Other Present:

James Emery, Executive Director
Rose Black, Office Manager (not present)
Kandus Valentine, Executive Assistant

Agenda:

Motion to approve February 16, 2018 agenda and to add a close session on Attorney Update, made by Betty Cuch seconded Toni Kanosh, all in favor motion carries.
Indian Peaks- vacant; Shivwits-yes; Kanosh-yes; Koosharem-yes; Cedar-yes

Fee Accountant Report:

Not present for reporting -

Discussion on certain high percentages on the budget for non-program income expense one was the funeral assistance. Non-Program income/expense account is used for anything that isn't funded thru HUD.

A motion to increase the funeral assistance since the budget shows we served more, increase the funeral assistance to six per year at \$150.00.

Motion was made by Travis Duran, seconded by Betty Cuch, all in favor motion carries.
Indian Peaks- vacant; Shivwits-yes; Kanosh-yes; Koosharem-yes; Cedar-yes

Closed Session: Attorney Discussion

Motion to go into a closed session at 1:18 p.m., made by Toni Kanosh seconded Travis Duran, all in favor motion carries.

Indian Peaks-vacant; Shivwits-yes; Kanosh-yes; Koosharem-yes; Cedar-yes

Motion to close closed session at 1:40 p.m., made by Toni Kanosh seconded Travis Duran, all in favor motion carries.

Indian Peaks-vacant; Shivwits-yes; Kanosh-yes; Koosharem-yes; Cedar-yes

Reopen regular board meeting at 1:41p.m.

Minutes:

Motion to approve February 16, 2018 minutes made by Travis Duran, seconded by Betty Cuch, all in favor motion carries.

Indian Peaks-vacant; Shivwits-yes; Kanosh-yes; Koosharem-yes; Cedar-yes

Campout – Boulder, Utah

Discussion for the five bands DPP campout is scheduled for June 21 thru June 24, 2018.

Travis Duran is going to find out the total cost per person, as well as the items needed to bring (fishing poles, food, shelter, etc.)

We need the supply list as well as the attendance list. Planning on donating more things like tents this year.

Monthly Reports

When Keith gives his report board wants him to list of the vacant units available in each area.

Also how many homes are handicapped per area?

Travis Duran wants to know if the St. George handicapped units are all occupied, and if not how many available.

Long Term Care Program

Would like to look into housing for long term health care for individuals that will be out of area for long periods of time while going thru treatments for an extreme illness, (cancer, heart, lung, kidney, etc.) to give family a place to stay while patient undergoing care.

Toni Kanosh will contact Michelle Lefebvre, Health Director, if the tribe health department

as any type long term health care services for tribal members.

Executive Director Reports:

Rental Assistance Program- Rose Black (See attached)

Tenant Service Program- Keith Garcia (see attachment)

Maintenance Report – Myron Astor (see attachment)

Procurement Report – Charli Stewart (see attachment)

Credit Card Machine: UPHA can now accept debit/credit payments for the rent from tenants, will be working on policy and to be reviewed by the board.

ROSS Grant: No word yet on if it has been approved. The deadline is in March 2018 for us to hear if we qualified for it.

Housing Outreach Coordinator Interview: Interviews will be on Tuesday, March 27, 2018 starting at 10:00 a.m. James Emery and Rose Black will pick the five most qualified candidates to interview.

Upcoming Board, Executive and staff training: see report
Business cards are needed for all board members and staff.

Amerind

Letters regarding what is covered on the property (dwelling only, not personal property) for the mutual help homes that were conveyed over.

Direct Deposit

Board wants us to see if we can setup Direct Deposit for our tenants. How it will be done and send letters to tenants to see if they are interested in having this availability. This gives tenants more options to pay their rent.

Tribe Annual Meeting:

Annual Meeting on April 7, 2018, Board Chair will be reporting for Housing and will have a booth with the policies and procedures for the tribal members. All questions will be addressed at the booth or at the housing office after the annual meeting.
Be prepared to explain the late fees, not in good standing, etc.

Unfinished Business

CAVCO homes update, a payment was received on January 26, 2018 for \$4,040.00, but are still behind on the payments.

Land lease agreement was redone and sent to Mr. Jensen to review.

A letter still needs to be sent to the CAVCO homeowners to set up appointment for them to review their payments and balance on their homes.

Old Business:

Tax Credit Update: Resolution 2018-02 Approval of Utah Paiute Tribal Housing Authority (UPTHA) support and authorization to executive a letter of intent with an equity partner for the UPTAH LIHTC Homes #1 Project was tabled

This resolution would hereby authorizes, empowers, and supports the UPTHA to execute a a letter of intent from an equity investor and to furnish the equity investor with all due diligence materials specified by the selected investor in connection with its investment in the partnership; and that the Executive Director and Office Manager authorized, empowered and directed to take such further action on behalf of UPTHA.

Travois will approve to solicit investors to who is going to bring out the highest and the best bid on the job. If there are questions we can address Trent Rodgers to answer all questions on the project. Travois has approved to close the bid to get started on the rehab homes.

Can the board get a list of what Travois will be looking at in investors for the project and when can we apply again for the tax credit, maybe looking in the Washington County area next time.

New Business:

IHP meeting with the Tribal Council went just fine this morning February 18, 2018

There are several policy and procedure that will need to be development for private homes and trailers and for mutual help homes concerning liability, limit of cost to rehab the home or trailer, what can and cannot be done the home or trailer and what type of emergency is emergency (water or gas leaks).

We will check will Bill Nibblelink to see what type of policy and procedure other housing might be using.

Tenants want to know where their late fees are going. We will need to do a report and explain where your money goes.

How housing could get money back from past tenants with debt, looking into selling debt to a collection agency.

Motion to look into selling collection debt to collection agency' motion by Travis Duran seconded by Halena Blandford all in favor, motion carries
Indian Peaks-vacant; Shivwits-yes; Kanosh-yes; Koosharem-yes; Cedar-yes

Close Session:

Motion to go into a closed session at 3:36 p.m., concerning employees made by Travis Duran seconded Halena Blandford all in favor motion carries
Indian Peaks-Yes; Shivwits-Yes; Kanosh-Yes; Koosharem-Yes; Cedar-Yes

Motion to close closed session at 4:14p.m., motion by Travis Duran seconded by Halena Blandford
Indian Peaks-Yes; Shivwits-Yes; Kanosh-Yes; Koosharem-Yes; Cedar-Yes

Xavier Garcia would like to use the Housing 5013C to purchase supplies, would like more information. High School graduates some type of gift was do several years ago, but it was not done last year and we have not put it into the budget.

Commissioners and DPP Reports:

Shivwits Board/DPP Report: Band meeting was held on February 7, 2018 and next meeting is March 8, 2018

DPP is going good – doing art classes on Tuesdays – had Valentine’s party on February 14, 2018 for the kids, need locks on cabinet door, you can use debit card to purchase the locks and he is going to take pictures to show board what the inside and outside of the trailer.

Kanosh Board/DPP Report: Band meeting on February 11, 2018 and next meeting March 11, 2018

Reported to the band council everything from housing meeting no question was asked. Turned in program calendar for February and will be having a beading/pottery class on February 20, 2018.

Koosharem Board/DPP Report: Band meeting on February 1, 2018 and next meeting March 10, 2018

Implementing more activities and everything is going good, February 14, 2018 the kids made cookies, Fridays is activities day, 2 children handed in their coloring posters. Just one concern on the kids are dwindling down and will be working on to see why the decline.

Cedar Board/DPP Report: Band meeting on February 6, 2018 and next meeting March 13, 2018 reported on the most important stuff and there was not any questions.

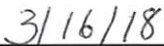
The tutoring program is going fine, had a speaker last month, they did a couple of cooking class on Valentine day they made cookies. The language classes are being held on Tuesday’s and Thursdays from 6:00pm to 7:00pm and anyone can attend, they are trying to make it easier to speak and write. Planning to have a sewing class on Monday’s to teach how to sew. Jeremy is going to start a drum group on Wednesdays. Next basketball tournament is on March 9 & 10, 2018, we have nine teams and will close it when they have 10 teams, there are 4 pee wee teams and 8 junior teams.

Indian Peaks Board/DPP Report: VACANT


Next board meeting will be on March 16, 2018 at 10:00 a.m.

Meeting Adjourned at 3:31p.m.


Betty Cuch, Board Chair


Date


Travis Duran, Board Vice-Chair


Date