

# **MINUTES**

**Homes for Good Housing Agency**

**BOARD OF COMMISSIONERS**

---

**Wednesday, March 29<sup>th</sup>, 2023, at 1:30 p.m.**

Homes for Good conducted the March 29<sup>th</sup>, 2023, meeting in person at the Homes for Good administrative building and via a public video call with dial-in capacity. The public was able to join the call, give public comment, and listen to the call.

## **CALL TO ORDER**

Board Members Present:

**Char Reavis**

**Michelle Thurston**

**Pat Farr**

**Kirk Strohman**

**Chloe Tirabasso**

**Larissa Ennis**

**Joel Iboa**

Board Members Absent:

**Heather Buch**

**Justin Sandoval**

**\*\*QUORUM MET\***

## 1. PUBLIC COMMENT

*None*

## 2. COMMISSIONERS' RESPONSE TO PUBLIC COMMENTS AND/OR OTHER ISSUES AND REMONSTRANCE

*None*

## 3. ADJUSTMENTS TO THE AGENDA

[**Jacob Fox**] Agenda Item #10: Presentation "In the Matter of the Central Office Cost Center & Public Housing Budget to Actual Reports" will not be on the agenda for this month. The Finance Sub-Committee will begin meeting in April to review the reports in preparation for the April Board meeting.

[**Char Reavis**] The NAHRO Award will be presented at the April Board meeting as Homes for Good staff involved in this project are out of the office during this meeting.

## 4. COMMISSIONERS' BUSINESS

*None*

## 5. EMERGENCY BUSINESS

*None*

## 6. ADMINISTRATION

### A. Executive Director Report

*Jacob Fox discussed his time at the Commons on MLK – which a Permanent Supportive Housing (PSH) project. In January Homes for Good assumed the supportive services at the property in place of ShelterCare. Over the past several months there has been an increase of positive engagement from residents. It has brought to light the physical and mental healing needed and resulting from the supportive services and community engagement. There will be further discussion of the Commons on MLK during the April Board meeting.*

*A Florence community engagement event was held to discuss and introduce the Quince Street project. Homes for Good staff, community members and the city council was in attendance. There were questions and critical comments voiced, but overall, the response and participation was a positive experience.*

*The Finance Director recruitment is ongoing. Interviews have been held, but the search continues for a candidate that will be good fit for Homes for Good.*

*The Central Office Cost Center (COCC), the overhead department, is currently tracking close to budget. A deep dive into the reports will be conducted with the Finance sub-committee and shared at a later Board meeting.*

### **Discussion Themes**

- Upcoming opportunities for Board members to be engaged at Homes for Good events.
- Overall positive response from the Florence community on the upcoming Quince Street development.
- Florence community engagement themes:

- Tax Credit Housing resident eligibility
- Risk of a prospective resident taking advantage of the resources
- Real Estate Development decisioning process for property acquisition and metrics of ongoing properties.

## 7. CONSENT AGENDA

### A. Approval of 02/22/23 Board Meeting Minutes

### B. ORDER 23-29-03-01H: In the Matter of Updating the Administrative Plan – Emergency Housing Vouchers, Service Fees

#### Vote Tabulations

Motion: **Kirk Strohman**

Second: **Michelle Thurston**

Discussion: *None*

Ayes: **Char Reavis, Michelle Thurston, Kirk Strohman, Chloe Tirabasso, Larissa Ennis, Pat Farr**

Abstain: *None*

Excused: **Heather Buch**

Absent: **Joel Iboa, Justin Sandoval**

**March 29<sup>th</sup>, 2023, Consent Agenda was approved [6/0/1/2]**

## 8. PRESENTATION: In the Matter of Introducing Berman Hopkins as Homes for Good's Finance Audit Firm

*Executive Director, Jacob Fox & Berman Hopkins Partner, Laura Anne Pray Presenting*

Prior auditor Moss Adams lacked experience working with HUD and recommended Homes for Good solicit an audit firm that regularly works with HUD.

Recently, HUD rejected unaudited financial submissions for minor issues. This is the first submission for members of the Finance Division have completed these submissions without a Finance Director to assist. Berman Hopkins has been helpful in supporting the Finance Division during this process.

Berman Hopkins presents an overview of the firm and the timeline for the audit submission to HUD.

*[Slide presentation available in the Board packet]*

#### Discussion Themes

- Timeline will shift next year due to this year's shift in audit firms.
- Investor/Lender issues with FY22 audit timing.
- Berman Hopkins experience working with HUD.
- Moss Adams Assessment

**No action needed**

## 9. ORDER 23-29-03-02H: In the Matter of Approving the Execution of an Agreement with Yardi Systems, Inc.

*IT Director, Curtis Wyant Presenting*

The current software Homes for Good uses is HAB. This is software specifically for housing authority data management. The Supportive Housing Division, Rent Assistance Division and Finance Division all use this software. Another company, MRI, acquired HAB and multiple other software companies that provide housing authority data management, which significantly limited the software options available to choose from. MRI has no intention of updating the HAB systems, which are already significantly outdated.

Yardi is a software vendor that offers services for commercial and government clients. Yardi offers the following services that would benefit Homes for Good:

- Incorporate Move to Work designation
- Continue use of FileVision
- Self-service options
- Financial reporting
- In-system approvals

The proposal is for a five-year contract. A portion of the pricing is on fixed GSA rates. A one-time concession \$50,000 was negotiated, along with the price for non-GSA rate features. Once the contract is signed, Homes for Good will pay 25% of the first-year costs and the remaining balance will be paid in the next fiscal year. This will allow Yardi costs to be worked into the budget without substantial financial burden to Homes for Good. Migration will be a 7–8-month process.

### **Discussion Themes**

- Migration expectations
- Long term cost savings
- The use of a 3<sup>rd</sup> party consultant
- Berman Hopkins experience with Yardi
- Restated budget
- Resident impact
- Product specifics
- Staff access out of office
- Yardi back-up process

### **Vote Tabulations**

Motion: **Michelle Thurston**

Second: **Larissa Ennis**

Discussion: *None*

Ayes: **Char Reavis, Michelle Thurston, Kirk Strohman, Chloe Tirabasso, Larissa Ennis, Pat Farr, Joel Iboa**

Abstain: *None*

Excused: **Heather Buch**

Absent: **Justin Sandoval**

**Board Order 23-29-03-01H was passed [7/0/1/1]**

**10. PRESENTATION: In the Matter of the Central Office Cost Center & Public Housing Budget to Actual Report**

*Executive Director, Jacob Fox Presenting*

**Removed from the agenda.**

**11. Other Business**

**Joel Iboa** attended the Emergency Homelessness Response Package signing event in Salem, Oregon. Governor, Tina Kotek signed House Bills 5019 and 2001. This legislation directly addresses the homelessness state of emergency declared during Governor Kotek's first day in office. The funding will be dedicated to homelessness prevention programs, increased shelter capacity, rehousing services and more.

**Meeting adjourned at 3:12 p.m.**

*Minutes Taken By: Jasmine Leary*