

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Date: January 30, 2025
Time: 2:30 p.m.
Place: Coquille Indian Housing Authority Office
2678 Mexeye Loop, Coquille Tribal Lands, Coos Bay, OR 97420

Notice: The meeting was scheduled at the regular meeting held December 19, 2024, and confirmed by written notice on January 29, 2025.

Chair Doyle called the meeting to order at 2:34 p.m.

CALL TO ORDER

Chair Doyle offered the invocation.

INVOCATION

Secretary/Treasurer More called the roll. Present onsite was Chair Doyle, Vice Chair Hunter, and Secretary/Treasurer More. Present by video conference were Commissioners Chase and Garrett. Commissioners Chambers and Rocha were expected to join the meeting in progress. A quorum was established.

ROLL CALL

QUORUM

CIHA staff members present onsite were Executive Director Anne Cook, Administrative Services Manager Debbie Dennis, Accounting Manager Marcy Chytka, Deputy Director Lyman Meade, Facilities Maintenance Manager Scott Felton, Projects Supervisor Scott Platter, Housing Programs Manager Tracey Mueller, and Housing Programs Specialist Tiffany Hargis.

Also present was Tribal Police Officer Crystal Walling.

Vice Chair Hunter asked if the Tribe keeps CIHA informed about Tribal issues and suggested that Ko-Kwel Wellness Center staff attend CIHA Board meetings when appropriate.

PUBLIC COMMENT

Chair Doyle was glad to have seen Commissioner Chase in person at Winter Gathering.

Minutes of the December 19, 2024, regular meeting were provided in the meeting materials available online. (Copy attached to these minutes.)

MINUTES

Secretary/Treasurer More moved to approve the minutes of the December 19, 2024, regular meeting, seconded by Vice Chair Hunter. Motion carried.

None.

AMENDMENTS
TO AGENDA

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Resident Services, Homeowner Assistance Repair Program, Maintenance, and Projects reports for December 2024, and a quarterly Accounting report for October 2024-December 2024 were provided in the meeting materials available online. (Copies attached to these minutes.)

DEPARTMENT
REPORTS

Housing Programs Manager Tracey Mueller, Administrative Services Manager Debbie Dennis, Facilities Maintenance Manager Scott Felton, Projects Supervisor Scott Platter, and Accounting Manager Marcy Chytka reviewed and responded to questions regarding the department reports.

Commissioner Chambers joined the meeting by video conference at 2:45 p.m.

SPECIAL ORDER

Secretary/Treasurer More moved to approve the department reports, seconded by Vice Chair Hunter. Motion carried.

A Tribal Police Department report for December 2024 was provided in the meeting materials available online. (Copies attached to these minutes.)

AFFILIATE
REPORTS

KRA had not met since the last CIHA Board meeting, so no report was submitted.

Kilkich Residents
Association

Tribal Officer Crystal Walling reviewed and responded to questions about recent Tribal Police Department activities.

Tribal Police
Department

Secretary/Treasurer More moved to approve the affiliate reports, seconded by Commissioner Chase. Motion carried.

A Master Projects List dated January 30, 2025; memoranda from CIHA Attorney Ed Clay Goodman dated December 20, 2024 and January 17 and 25, 2025 regarding federal funding, legislative issues, and recent NAIHC activities; information about a new local organization called SPARC; G&G Storyteller editions dated January 15 and 29, 2025; and, a Walking Guide for Coos Bay and North Bend were provided in the meeting materials available online. (Copies attached to these minutes.)

EXECUTIVE
DIRECTOR'S
REPORT

Executive Director Cook reviewed and responded to questions regarding the status of current work priorities, other active items, projects completed since the last report, and recent issues.

Secretary/Treasurer More moved to approve the Executive Director's report, seconded by Vice Chair Hunter. Motion carried.

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Secretary/Treasurer More provided information about the Burns Night Celebration scheduled for February 1, 2025 at The Mill.

BOARD
COMMUNICATIONS

BUSINESS

A Memorandum of Agreement Subgranting OHCS BAFI-NATO Funds to The Salvation Army for Hope Village at the Bay, Exhibit A: OHCS-CIHA BAFI-NATO Tribal Grant Agreement, Exhibit B: Hope Village at the Bay Scope of Work and Budget, Exhibit C: OHCS BAFI-NATO Program Guidance Manual, and Hope Village at the Bay preliminary drawings were provided in the meeting materials made available online. (Copies attached to these minutes.)

Memorandum of
Agreement –
Subgranting OHCS
BAFI-NATO Funds to
The Salvation Army

Executive Director Cook reviewed and responded to questions regarding Memorandum of Agreement – Subgranting OHCS BAFI-NATO funds to the Salvation Army in support of their Hope Village at the Bay.

Secretary/Treasurer More moved to authorize Executive Director Cook to move forward with negotiation of the MOA Subgranting OHCS BAFI-NATO Funds to The Salvation Army for the Hope Village at the Bay project, seconded by Vice Chair Hunter. Motion carried.

Secretary/Treasurer More moved to enter Executive Session to discuss participant and financial matters, seconded by Vice Chair Hunter. Motion carried.

Executive Session to
Discuss Resident and
Financial Matters

The Board entered executive session at 4:55 p.m. and resumed regular session at 5:13 p.m.

None.

PUBLIC COMMENT

The next regular meeting was scheduled to be held February 27, 2025, at 2:30 p.m.

NEXT MEETING

The meeting was adjourned at 5:15 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Manager

Signature Date

Secretary/Treasurer
Title