

COQUILLE INDIAN HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES

Date: March 6, 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 January 30, 2025, rescheduled February 24, 2025, and confirmed by written notice on February 28, 2025.

Chair Doyle called the meeting to order at 2:39 p.m. CALL TO ORDER

Chair Doyle offered the invocation. INVOCATION

Secretary/Treasurer More called the roll. Present onsite was Secretary/Treasurer More. Present by video conference were Chair Doyle and Commissioners Chase, Garrett, and Rocha. Vice Chair Hunter was expected to join the meeting in progress. Commissioner Chambers was absent excused. 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, Facilities Maintenance Manager Scott Felton, Projects Supervisor Scott Platter, Housing Programs Manager Tracey Mueller, and Housing Programs Specialist Tiffany Hargis.

Vice Chair Hunter joined the meeting onsite at 2:40 p.m. SPECIAL ORDER

None. PUBLIC COMMENT

Minutes of the January 30, 2025, regular meeting were provided in the meeting materials available online. (Copy attached to these minutes.) MINUTES

Commissioner Chase moved to approve the minutes of the January 30, 2025, regular meeting, seconded by Vice Chair Hunter. Motion carried.

Executive Director Cook requested that item 11A, Procurement Policy Update, be deleted from the agenda. AMENDMENTS  
TO AGENDA

Resident Services, Homeowner Assistance Repair Program, Maintenance, Projects, and Accounting reports for January 2025 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

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Chytka reviewed and responded to questions regarding the department reports.

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

A Tribal Police Department report for January 2025 was provided in the meeting materials available online. (Copy attached to these minutes.)

AFFILIATE  
REPORTS

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

Kilkich Residents  
Association

Executive Director Cook 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 March 6, 2025; TSA Hope Village Site Plan and Construction Details; invitation to the Southern Oregon Coast Housing Summit scheduled for April 10-11, 2025; North Bend Family Housing Progress Update dated February 4, 2025; CIHA Brush Clearing and Vegetation Management Map showing current progress and work remaining; memoranda from CIHA Attorney Ed Clay Goodman dated February 4, 7, 13, 24, and 28, 2025 regarding federal funding, legislative issues, and recent NAIHC activities; and, G&G Storyteller March 2025 edition 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 Commissioner Rocha. Motion carried.

Commissioner Rocha shared information about an upcoming League of Women Voters event regarding the Bay Area Hospital transition. The meeting would be held in the City of Coos Bay Council Chambers on March 15, 2025, from 10:30 a.m. to 12:00 p.m.

BOARD  
COMMUNICATIONS

BUSINESS

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

Executive Session  
to Discuss  
Participant Matters

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The Board entered executive session at 4:02 p.m. and resumed regular session at 4:07 p.m.

None.

PUBLIC COMMENT

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

NEXT MEETING

The meeting was adjourned at 4:09 p.m.

ADJOURNMENT

Prepared by:

Approved by:

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Debbie Dennis  
Administrative Services Coordinator

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Signature Date

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Secretary/Treasurer  
Title