



BLAINE COUNTY HOUSING AUTHORITY

SPECIAL MEETING

Wednesday, September 20, 2023, 12:00 PM
111 N. First Ave., Suite 2P, Hailey, Idaho 83333

MEETING MINUTES

PUBLIC PARTICIPATION INFORMATION

Public information on this meeting is posted outside City Hall.

We welcome you to watch Board Meetings via live stream.

You will find this option on our website at www.ketchumidaho.org/meetings.

If you would like to comment on a public hearing agenda item, please select the best option for your participation:

- Join us via Zoom (*please mute your device until called upon*)
Join the Webinar: <https://ketchumidaho-org.zoom.us/j/85067693040>
Webinar ID:874 5715 4080
- Address the Board in person at the Merriweather Building in Hailey.
- Submit your comments in writing at participate@ketchumidaho.org (*by 8 am the day of the meeting*)

This agenda is subject to revisions. All revisions will be underlined.

CALL TO ORDER: By Board Chairman Keith Perry 12:48 pm

- Board Chairman Keith Perry called the meeting to order once Board members were present and quorum was reached.

ROLL CALL: Pursuant to Idaho Code Section 74-204(4), all agenda items are action items, and a vote may be taken on these items. 12:49 pm

Keith Perry – Board Chair

Jenni Rangle – Board Member

Sarah Seppa – Board Member

Muffy Davis – Board Liaison

Carissa Connelly – Housing Director

COMMUNICATIONS FROM BLAINE COUNTY HOUSING AUTHORITY BOARD:

Communications from the Board of Directors

- Keith Perry gave an overview of the efforts to find new board members, spoke about outreach to other jurisdictions for Board involvement. 12:49 pm

Public comments submitted.

COMMUNICATIONS FROM LIAISONS: Updates from the Liaisons on their jurisdictions.

- Keith Perry invited Muffy to speak as a present Liaison. Muffy continued discussion of new board member and offered to help with the process. 12:56 pm

CONSENT AGENDA:

ALL ACTION ITEMS - The Board is asked to approve the following listed items by a single vote, except for any items that a Councilmember asks to be removed from the Consent Agenda and considered separately.

- Keith offered to have any consent agenda items be pulled. None were requested. 12:59 pm
1. Recommendation to approve minutes for August 9, 2023 - City Clerk Trent Donat
 2. Recommendation to approve Treasurer's report and financials for August 2023 - Treasurer Shellie Gallagher
 3. Renew contract for services for compliance assistance with Ann Sandefer - Carissa Connelly
 4. Renew contract for services with City of Ketchum - Carissa Connelly
 5. Recommendation for LanguageLine services - Carissa Connelly

Motion to approve consent agenda items #1-#5. 1:00 pm

MOVER: Sarah

SECONDER: Jenni

AYES: Keith, Sarah, Jenni

RESULT: APPROVAL

NEW BUSINESS:

7. Introduction to new Housing Stability Manager and update on hiring Program Administrator - Carissa Connelly, and Scott Brand, Housing Stability Manager 1:01 pm
 - Carissa Connelly provided an update on Housing Stability Manager candidate Scott Brand. She confirmed the interview process was rigorous, but there is consideration for another candidate of interest. Recognition that the title of the original position and the work description are being updated. Keith expressed gratitude to have the roles closer to being filled.
8. Update on Emergency and Transitional Housing Plan action items - Carissa Connelly 1:05 pm
 - Carissa Connelly provided an update on the Emergency and Transitional Housing Plan action items. Request for a special meeting to discuss a potential contract for expanding emergency housing. Outreach to peer community for hotel to rental conversions. Funding sources being explored.
9. Update on new data management system - Carissa Connelly 1:32 pm

- Carissa Connelly described the new data management system anticipated capabilities and improvements. Gave a review of the current files and recommendation for a data specialist for data migration.

ADJOURNMENT:

Motion to adjourn 1:37 pm

MOVER: Keith

SECONDER: Sarah

AYES: Keith, Sarah, Jenni

ADJOURNED

Respectfully submitted by:



Trent Donat
City of Ketchum



Approved by:

DocuSigned by:



Keith Perry
BCHA Chair