

MINUTES
Board of Directors Meeting
Friday, March 16, 2007
Federal Home Loan Bank of Seattle

ATTENDANCE

Members present: Gloria Burton, Billie Heath, Alicia McRae, Mario Villanueva, Tomás Villanueva and Mike Youngquist. Members participating by phone: Mike Gempler, Dixie Kracht, Stella Vasquez. Ex Officio members present: Janet Abbett, Washington State Department of Community, Trade, and Economic Development. Staff present: Brien Thane.

Members not present: Juan Aguilar, Guillermo Castaneda, Donn Etherington, Pete Garza, Erik Nicholson, John Smith.

WELCOME AND INTRODUCTIONS

Mario Villanueva called the meeting to order at 10:55 a.m., there being a quorum present.

I. APPROVAL OF THE MINUTES

The Minutes of the February 16, 2006 Board meeting were reviewed. *Tomás Villanueva moved approval of the Minutes. Gloria Burton seconded the motion, which passed unanimously.*

II. ACCORD: STATEMENT OF RIGHTS & RESPONSIBILITIES

Mike Gempler reported that he and Erik Nicholson had met a couple times to discuss potential changes to the Statement of Rights & Responsibilities and had exchanged proposed revisions by e-mail. Mike also reported that his attorney had reviewed the Statement and raised a couple questions. Mike and Erik are agreed on the changes proposed in the February 12, 2007 draft, which was sent to all Board members prior to the Board meeting.

Mike then led the Board in a line by line discussion of the Statement. Mike edited the Statement during this discussion, noting the changes made by the Board on this date and read each revision back to the directors present for confirmation. Mike stated that he would e-mail the edited document to staff after the meeting for distribution to the Board.

Key points of discussion included: *(Please note that the following is only a summary of major discussion points; the revised Statement of Rights & Responsibilities should be referred to for a complete accounting of proposed changes.)*

Tomás Villanueva initiated discussion of service providers and advocates visiting occupants and meeting with them either in their dwelling unit or in common areas. Additional language was drafted to clarify occupants' rights to invite or receive visitors. Mike Youngquist asked whether housing providers could prohibit solicitors; Mike Gempler responded they could do so only if occupants don't want them. Mario Villanueva noted that the Diocese of Yakima Housing Services does place some minor limits to solicitors' access to housing units.

Tomás Villanueva asked whether participants in dispute resolution may have representation present. After discussion it was agreed that participants may bring representation if they wish, but the other party does not have any obligation to provide such representation. Consensus language on this point was drafted.

Gloria Burton asked whether the 10 days for completing mediation were working or calendar days, and whether 10 days was adequate time. All agreed to change the mediation period to 14 calendar days.

Occupants' and Providers' responsibility to, "help protect the safety and welfare" of others was discussed as being overly broad. All agreed to add clarifying language that, "reasonable steps must be taken."

Enforcement of the Statement of Rights & Responsibilities was discussed. Mike Gempler and Erik Nicholson had agreed that if a provider refused a request for mediation, the Trust could deem the provider in violation of any financing agreement with the Trust and demand repayment. Mike noted that the Trust will have to develop policies and procedures for such situations. The subsection regarding such was clarified. All present also agreed that a bilingual standard form Request for Dispute Resolution should be developed and attached to the Statement of Rights & Responsibilities. The form would include directions to send a copy to the Trust.

Gloria Burton noted that the final Statement will have to be translated and suggested that the translation be tested for effectiveness with two focus groups, one on each side of the Cascades. Mario volunteered to have his staff translate the document.

Mike Gempler suggested that the revised statement be reviewed by Laurie Isely from Columbia Legal Services and his attorney. All agreed. Tomás Villanueva volunteered to work with Mike Gempler as necessary since Erik is traveling abroad. *Mike Youngquist moved that the Statement of Rights & Responsibilities as revised be approved. Billie Heath seconded the motion, which passed unanimously. Mario noted that Tomás Villanueva told him he supported the revised document before he left the meeting, which was after discussion of the Statement concluded.*

Janet Abbett and Billie Heath urged the Board to express their appreciation to Mike Gempler and Erik Nicholson for their work on the Statement of Rights & Responsibilities. All agreed.

V. Policy Issues – Low Income Housing Tax Credits

Brien Thane reminded the Board of their discussion on February 16 regarding the results of the January 2007 Low Income Housing Tax Credit application round. Gloria Burton expressed significant concern that we need to reassess our goals and plans and be more assertive. She noted that farmworker housing production this year appears to be falling significantly behind previous years. Brien suggested that as a first step we need to identify all housing providers' production pipelines for all types of farmworker housing and the issues that are challenging them. Gloria urged that we update our strategies and timelines for action. Discussion ensued.

The Diocese of Yakima Housing Services has requested a letter of support for their request to the WA State Housing Finance Commission for a forward commitment of 2008 Low Income Housing Tax Credits to their Wapato Family Housing development. Brien explained that he considered such letters of support to be within an executive director's authority, but would appreciate Board discussion of the matter. After discussion, *Mike Youngquist moved and Alicia McRae seconded a motion to authorize the Executive Director to write letters of support for farmworker housing proposals that conform to the Trust's Construction Standards and are from established providers with successful track records. Copies of such letters shall be provided to the Board. The motion passed unanimously.*

Billie Heath explained to the Board that the Administration's federal budget proposes the elimination of USDA homeownership direct loans and significant reductions to Mutual Self Help Technical Assistance Grants as well as many other Rural Development housing programs. She asked Brien to send a summary of the Administration's budget proposal to all directors and to discuss it with Senator Murray's staff. Brien agreed that this is an important issue and he would do so.

XI. Adjourn

Since it was 3:15 and many members needed to leave, *Alicia McRae moved and Gloria Burton seconded that the meeting be adjourned. The motion passed unanimously.*

Respectfully Submitted: _____
Secretary

Approved: _____
President/Vice President

NOTE:

Next Board Meeting is Friday, April 20 in Yakima.

A Board Meeting Calendar with meeting locations was included in the March meeting materials.