

AGENDA

CHAFFEE HOUSING AUTHORITY BOARD OF DIRECTORS

January 19th, 2022 Time: 3:00 - 5:00 pm

Location: Mt Shavano Conference Room, 488 E. 1st, second floor

Video call link: <https://meet.google.com/jed-yzpx-fty>

Or dial: (US) +1 419-982-9453 PIN: 400 017 873#

Invited:

Appointed Board Members: Craig Nielson (Chair), Joseph Teipel (Vice Chair), Eileen Rogers, (Treasurer), Janie Hayes (Secretary), Ashley Kappel, Dominique Naccarato, Monica Haskell, Micha Rosenoer, Rich Mancuso

Alternate Board Members: Open Seat (Chaffee County), Drew Nelson (Salida), Open Seat (Buena Vista)

Guests: Mike Bischoff, CHA Deputy Director; Kelly Landau, CHA Grant Evaluator; Lisa Parnell-Rowe, Buena Vista Administrator; Beth Helmke, Chaffee County Deputy Director of Administration; Merrill Bergin; Salty Riggs, BETCH; Abby Peters, CCEDC Program Director.

1. WELCOME, REVIEW, AND ACCEPT AGENDA

2. CONSENT AGENDA

- a. [CHA BOD November 2022 Minutes UNAPPROVED](#)
- b. [CHA BOD December 2022 Minutes UNAPPROVED](#)

3. COMMITTEE REPORTS

- A. Executive: Craig and Janie (updated on ED process)
- B. Finance: Eileen
- C. Governance: Domonique
- D. Community Engagement: Janie
- E. Development: Ashley (special report)
- F. [Health Disparities Community Grant Program Q2 Reports](#)

4. EXISTING BUSINESS ITEMS REQUIRING A BOARD VOTE:

- a. JANE'S PLACE DIRECTION

[Limited Scope of Work](#)

[Schedule of Values for Limited Scope of Work](#)

Sample Motions:

"Move to authorize the Development Committee and the Executive Director to execute the site work partial GMP contract with DSI to begin construction on Jane's Place, and allocate up to \$500,000 for this activity."

"Move to delay site work partial GMP contract with DSI until CHA receives additional commitment of funds."

- b. Stifel Financial Request for Bids

[RFB Document](#)

Sample Motions:

“Move to authorize Stifel Financial to release the Request for Bids to secure construction and permanent financing debt for Jane’s Place.”

“Move to delay Stifel Financial to release the Request for Bids until a later date.”

- c. BOARD SEATS AND OFFICERS TERMS EXTENDED THROUGH QUARTER ONE 2023

[Board Roster](#)

5. NEW BUSINESS ITEMS REQUIRING A BOARD VOTE:

- A. DOLA’s Division of Housing Transformative Workforce Housing Grant Program

[Resolution Authorizing application to DOLA’s DOH Transformative Workforce Housing Grant.](#)

Sample Motions:

“Move to adopt Resolution Number 2023-01 authorizing the Director to submit an application to the Transformative Workforce Housing Grant through DOLA’s Division of Housing and to affix signatures to related documents.”

- B. Recommendations for Open Alternate Board Seats

Chaffee County Alternate: Beth Helmke

[Memorandum: Chaffee County Alternate Seat](#)

Buena Vista Alternate: Lisa Parnell-Rowe

[Memorandum: Buena Vista Alternate Seat](#)

6. OLD BUSINESS ITEMS FOR BOARD DISCUSSION (as needed):

- A. Monthly board meetings for the foreseeable future (at least until a new Director is onboarded.)
- B. CHA finance and budget
- C. Scheduling 6A Post Mortem Discussion, Micha

7. NEW BUSINESS ITEMS FOR BOARD DISCUSSION:

- A. Schedule Executive Director Evaluation

Director Gray provided a self-evaluation as a starting point: [Gray Self-Evaluation](#)

- B. CHA Board file access on County google platform:

[CHA BOD Files](#)

- C. Client Selection Criteria plan quarter one
- D. Scheduling Board/Staff Training quarter one

Adjourn