

## AGENDA

### BOISE CITY HOUSING AUTHORITY COMMISSIONERS ADA COUNTY HOUSING AUTHORITY COMMISSIONERS

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS AND DIRECTORS  
Wednesday, September 29, 2021 - 4:00 p.m.  
Housing Authority Office – 1001 S. Orchard Street Boise, Idaho

- I. ROLL CALL
- II. NEW BUSINESS
  - A. ERAP Program Update
  - B. Consideration of BCHA Resolution No. 6-2021 – A Resolution of the Board of Commissioners of the Boise City Housing Authority Approving a Restated and Amended Agreement Between the City of Boise and the Boise City Housing Authority for Emergency Rental Assistance Program Funds (ACTION ITEM)
  - C. Consideration of ACHA Resolution No. 5-2021 – A Resolution of the Board of Commissioners of the Ada County Housing Authority Approving a Restated and Amended Subgrant Agreement Between Ada County and Ada County Housing Authority for Use of Emergency Rental Assistance Funds (ACTION ITEM)
  - D. Consideration of Approval of the BCACHA Emergency Rental Assistance Program Policy Manual (ACTION ITEM)

### III. ADJOURNMENT

Related agenda documents are available for public review by visiting:

<https://bcacha.org/about/board-of-commissioners/>

Limited seating is available at Boise City / Ada County Housing Authorities. Virtual attendance is strongly encouraged by joining through the Zoom link below:

When: Sep 29, 2021 04:00 PM Mountain Time (US and Canada)

Topic: BCACHA Board of Commissioners Special Meeting

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/83703554722?pwd=WHI3bXpuMUdDaU9oL1dGdHlWOXhOZz09>

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**BOISE CITY HOUSING AUTHORITY  
ADA COUNTY HOUSING AUTHORITY**

**SPECIAL MEETING OF THE BOARD OF COMMISSIONERS**

**September 29, 2021**

**TIME AND PLACE OF MEETING**

Chairman Raquel Guglielmetti called the meeting to order at 4:07 p.m. on Wednesday, September 29, 2021. The meeting was held at the Boise City / Ada County Housing Authorities' Board Room, 1001 S Orchard Street, Boise, ID 83705, and also via Zoom link.

**I. ROLL CALL**

**Commissioners Present:** Chairman Raquel Guglielmetti

**Commissioners Present via Zoom Conference:** Vice Chairman Kent Rock, Commissioner Julianne Donnelly Tzul, Commissioner Shellan Rodriguez, Commissioner Jaime Hansen, Commissioner Jennifer Seamons

**Commissioner Absent:** Commissioner Tiffany McKee

**Others Present:** Executive Director Deanna Watson, Boise City Deputy Attorney Tyler Powers, Ada County Deputy Attorneys Ammon Taylor, Nancy Werdel, and Andrew Jenkins, Deputy Director Jillian Patterson, Finance Director Diana Meo, Senior Staff Accountant II Annette Sampson (via Zoom conference), and Executive Assistant Ann Upchurch

**II. NEW BUSINESS**

**A. ERAP Program Update**

Executive Director Deanna Watson reviewed the current expenditure statuses of ERAP. To date, approximately 80% of the Boise City funds and 40% of Ada County funds have been disbursed, with approximately 2,100 households being assisted through this funding.

**B. Consideration of BCHA Resolution No. 6-2021 – A Resolution of the Board of Commissioners of the Boise City Housing Authority Approving a Restated and Amended Agreement Between the City of Boise and the Boise City Housing Authority for Emergency Rental Assistance Program Funds.**

Boise City Deputy Attorney Tyler Powers reviewed the amended agreement, including a review of the schedule of funds advancements. There have been four advancements of funds so far, with one remaining installment. From this last one, the city will draw its portion of the administrative fees.

**Commissioner Seamons moved that the board approve BCHA Resolution No. 6-2021. Commissioner Rodriguez seconded the motion.**

A roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Hansen	Aye
Commissioner Seamons	Aye
Commissioner Donnelly Tzul	Aye

**The motion passed by roll call vote.**

**C. Consideration of ACHA Resolution No. 5-2021 – A Resolution of the Board of Commissioners of the Ada County Housing Authority Approving a Restated and Amended Subgrant Agreement Between Ada County and Ada County Housing Authority for Use of Emergency Rental Assistance Funds**

Ada County Deputy Attorney Nancy Werdel reviewed the county's amended subgrant agreement, which closely resembles the city's. The amended agreement also provided the possibility of the housing authority using county funds for assistance in Boise City.

**Commissioner Seamons moved that the board approve ACHA Resolution 5-2021. Commissioner Rodriguez seconded the motion.**

A roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Hansen	Aye
Commissioner Seamons	Aye
Commissioner Donnelly Tzul	Aye

**The motion passed by roll call vote.**

**D. Consideration of Approval of the BCACHA Emergency Rental Assistance Program Policy Manual**

Ms. Watson thanked Commissioners Hansen and Donnelly Tzul who had the opportunity to review the policy manual. Both said that it was sufficiently stated and detailed. The manual was not developed from a HUD template, but was drafted from reviewing a number of similar manuals and with legal review.

**Commissioner Rodriguez moved that the board approve the BCACHA Emergency Rental Assistance Program Policy Manual. Commissioner Hansen seconded the motion.**

A roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Hansen	Aye
Commissioner Seamons	Aye
Commissioner Donnelly Tzul	Aye

**The motion passed by roll call vote.**

### **III. Adjournment**

There being no other business, the meeting was adjourned at 4:19 p.m.

**Documents provided as part of this meeting include:**

**BCHA Resolution No. 6-2021**


**Restated and Amended Agreement Between The City of Boise and Boise City Housing Authority for Emergency Rental Assistance Program Funds**

**ACHA Resolution No. 5-2021**

**Restated and Amended Subgrant Agreement Between Ada County and Ada County Housing Authority for Use of Emergency Rental Assistance Funds**

**Emergency Rental Assistance Program Policy Manual – September 2021**

Respectfully submitted,

  
Deanna L. Watson, Executive Director

  
Raquel Guglielmetti, Chairman