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VIRTUAL SPECIAL BHA MINUTES

MINUTES OF THE VIRTUAL SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF BREMERTON HOUSING AUTHORITY (BHA) HELD AT 5:00 PM ON JANUARY 13, 2022.

1. **CALL TO ORDER:** Meeting was called to order at 5:02 p.m.

2. **ROLL CALL:**

Present:

Chair Joan Hanten
Vice Chair Jeff Flood

Commissioner Bo Palmer
Commissioner Jaime Forsyth

Excused:

Commissioner Harriette Bryant
Commissioner Andre Henderson

BHA Staff Present:

Jill Stanton	Executive Director
Carlita Mendez	CMS Director
Brian Clayton	Finance Director
Andi Reed	Housing Director
Paula Kennedy	Human Resources Mgr.
Lorna Camacho	Minute Taker/Office Manager/Executive Assistant

Also Present:

Brandon, Dell Representative
Katie Sharp, Communications Manager
Jerry Essenpreis, IT Manager
Klayton Kuzminski, Business Applications Mgr.

3. **PUBLIC COMMENT:** None

4. **CHAIR COMMENTS:** Chair Hanten began by thanking everyone for responding to the Information Technology issues. For pulling together and taking immediate action. For reaching out to the Board to make decisions together.

Joining us we have Commissioner Jaime Forsyth who will be replacing Commissioner Maupin as his term expired in December.

5. **COMMISSIONER COMMENTS:** Happy New Year!

6. **UPDATE ON HOUSING AUTHORITY INFORMATION TECHNOLOGY SYSTEM: Comments by Ms. Stanton, Ms. Mendez, Mr. Essenpreis and Mr. Clayton.**

Ms. Stanton introduced staff to Commissioner Forsyth. Ms. Stanton stated how proud she was of her team and how appropriately responsive they were. The Board was provided a high-level overview of the Information Technology System issues. Ms. Mendez and Mr. Essenpreis followed with timeline and dates from January 8, 2022, and Mr. Clayton provided the financial impact.

Although the Board appreciates everyone and understands how stressful it has been. The Board aired their frustration we are in and shared some guidance. Commissioner Palmer mentioned how the last five years he push to move network into the cloud. And, thought it was. The Board believes this is an opportunity to make it right and actively move systems into the cloud. Ms. Stanton agrees, we need to do a full analysis and plan to move the systems into the cloud. Mr. Essenpreis agrees, we have made strides moving things to the cloud. We take this matter seriously and are doing it as diligent as we can. Commissioner Palmer wants to see more. As we have a responsibility to protect constituents and data. It's our responsibility that things are safe guarded. Ms. Stanton agrees. We will have a game plan, and this will be a regular discussion among the Board.

7. RESOLUTION B22-01 EMERGENCY ACTIONS AUTHORIZATION:

- ☞ **Chair Hanten called for motion to approve Resolution B22-01 Authorizing the Executive Director to issue an emergency during a reasonably determined crisis and take the necessary actions to appropriately respond to the emergency as presented. Vice Chair Flood moved for approval of the motion. Commissioner Palmer seconded motion. Chair Hanten called for question.**

Board motion that we amend Resolution B22-01 as follows:

First WHEREAS: amend language to indicate when the emergency occurred.

Second WHEREAS: amend language to indicate what budget would be appropriate. Agreed not to exceed up to \$150,000 for cost related to Information Technology System.

Third WHEREAS: Remove language

Fourth WHEREAS: Remove language

Remove the word "emergency declaration"

1. Authorized the Executive Director \$150,000 spending authority related to Information Technology System.
2. Authorized the Executive Director to take action to protect the agency as needed.
3. The Executive Director shall inform the Board of Commissioners when and if there are additional needs and/or cost related to incident.

- ☞ **Chair Hanten called for motion to approve Amended Resolution B22-01 as presented above. Commissioner Palmer moved for approval of the motion. Vice Chair Flood seconded motion. Chair Hanten called for question. None opposed. Motion carried.**

Chair Hanten applaud staffs' efforts. Ms. Mendez showed true leadership and the team supported that. Thank you for working extremely long days and thank you for supporting our Executive Director. The Board is proud to be a part of the team and the work that you do. Any urge felt from the Board is because the Board wants to make sure questions can be answered.

Ms. Stanton appreciates the advice of the Board and is pleased to have the Board who is willing to step up.

8. ADJOURNMENT: There being no further business, the meeting was adjourned at 6:22 p.m.



Executive Secretary



Chairperson of the Board

SEAL

