

**MEETING OF THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE  
CITY OF PASCO AND FRANKLIN COUNTY (HACFPC)**

**August 21, 2018**

The Commissioners of the Authority met in special session at the Housing Authority of the City of Pasco and Franklin County's (HACFPC) administration office, 2505 W. Lewis Street, Pasco, Washington on August 21, 2018, 2:00 p.m.

**1. CALL TO ORDER**

The meeting was called to order at 2:00 p.m.

**2. COMISSIONER ROLL CALL**

Upon roll call, those present were as follows:

Present: Bishop, Domingos, Dukelow, Griffith

Absent: Garcia

**STAFF AND EX OFFICIO MEMBERS**

Present: Andy Anderson, Executive Director  
Kathy Jones, Chief Financial Officer  
Lisa Richwine, Executive Assistant/Recording Secretary

**VISITORS – none**

Mr. Bishop made a motion to excuse Mr. Garcia from today's proceedings. Mr. Domingos seconded and the motion passed unanimously, 4 ayes, 0 nays.

**3. APPROVAL OF AGENDA:**

Mr. Domingos made a motion to approve the agenda as presented. Mr. Bishop seconded the motion and it passed unanimously, 4 ayes, 0 nays.

**4. CONSENT AGENDA**

The consent agenda was approved as submitted. Included were the minutes of the regular meeting of July 26, 2018, and the checks listings for July 2018 – Bank of the West General Operating Account checks numbered 62916-63102 totaling \$338, 418.

**5. EXECUTIVE SESSION**

The board adjourned to executive session at 2:02 p.m. for 10 minutes in accordance with RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW [42.30.140](#)(4), discussion by a governing body of salaries, wages, and other conditions of

employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

**6. RECONVENE OPEN SESSION**

The special session was reconvened at 2:12 p.m. and Mr. Griffith made a motion to offer the position of Executive Director of the Housing Authority of the City of Pasco and Franklin County to Chief Financial Officer, Kathy Jones. Mr. Domingos seconded the motion.

Ms. Dukelow and Mr. Bishop shared that they were most impressed with Ms. Jones during the Executive Director candidate interviews held on August 15, 2018. Mr. Bishop added that he has the utmost confidence that Ms. Jones will do a good job in the position.

After a roll call vote the motion was passed unanimously, 4 ayes, 0 nays.

Mr. Domingos then made a motion that Ms. Dukelow and Mr. Bishop work together on a contract to offer Ms. Jones. Mr. Bishop seconded the motion and it passed unanimously 4 ayes, 0 nays.

**7. ADJOURNMENT**

The meeting was adjourned at 2:13 p.m.

The Board of Commissioners will next meet in regular session on September 27, 2018, 4:00 p.m.



Linda Dukelow  
Chair, Board of Commissioners



F. J. Anderson, PHM  
Secretary, Board of Commissioners

Minutes Prepared by:



Lisa C. Richwine, CMH  
Recording Secretary