



820 Black Bear Road, Unit G-17
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AGENDA

SAN MIGUEL REGIONAL HOUSING AUTHORITY REGULAR MEETING

Monday, April 18, 2022 @ 1:00 PM

Via Zoom

ID# 484.178.1222 PW: Board

- I. CALL TO ORDER**
- II. PUBLIC DISCUSSION**
No more than five minutes per person
- III. REVIEW OF AGENDA**
- IV. APPROVAL OF MINUTES**
 - A. March 21, 2022
 - B. March 30, 2022
- V. ACTION ITEMS**
 - A. Consideration of a proposal from DeLanie Young to provide consulting services to train new SMRHA staff.
- VI. OLD BUSINESS**
 - A. SMRHA staffing discussion
- VII. ADJOURN**

Next Scheduled Meeting

May 2, 2022

1:00 PM

This agenda is subject to change including the addition of items or the deletion of items at any time. The lengths of discussions may be shorter or longer, at the Board's discretion. If you are planning to come speak to a matter, let the Executive Director know by calling 728-3034, ext. 3.



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**MEETING MINUTES
SAN MIGUEL REGIONAL HOUSING AUTHORITY
SPECIAL MEETING
MONDAY, MARCH 21, 2022 @ 11:30 AM**

Zoom Attendance:

The following SMRHA Board members were present:

Lance Waring, San Miguel County Commissioner
Mike Bordogna, San Miguel County Manager
Adrienne Christy, Telluride Town Council Member
Greg Sund, Interim Telluride Town Manager
Pamela Shifrin, At Large Board Member

The following were absent:

None

The following were also in attendance:

Christina Lambert, San Miguel County Human Resources Director
James Van Hooser, San Miguel County Assistant County Manager

I. CALL TO ORDER

The special meeting of the San Miguel Regional Housing Authority (SMRHA) Board was called to order by Lance Waring on Monday, March 21, 2022 at 11:30 a.m. via Zoom.

II. REVIEW OF AGENDA

III. NEW BUSINESS

- A. Approval of draft meeting minutes from March 7, 2022.

Upon **MOTION** by Adrienne Christy and seconded by Mike Bordogna, the minutes of March 7, 2022 were unanimously approved.

- B. Review SMRHA Manager & Assistant Candidate review- Executive session- crs. 24-6-

402cr(4)E. Negotiations

On a **MOTION** by Adrienne Christy and seconded by Lance Waring, the SMRHA Board voted unanimously to move into Executive Session pursuant to 24-6-402crs 4(f)(1) regarding the SMRHA Manager and Administrative Coordinator positions.

Executive Session concluded at 12:03 p.m.

IV. ACTION ITEMS

Discussion and decision on Manager and Assistant applications and potential selection of candidates to make an offer of positions

On a **MOTION** by Adrienne Christy and seconded by Lance Waring, the SMRHA Board authorized Lance Waring and Mike Bordogna to present offer and negotiate with selected SMRHA Manager candidate, Temojai Inhofe, with a six month probationary period per San Miguel County policy. Christina Lambert, San Miguel County Human Resources Director will assist.

V. OTHER BUSINESS

VI. ADJOURN

There being no further business, on a **MOTION** by Lance Waring and seconded by Adrienne Christy the SMRHA Board adjourned the meeting at 12:06 p.m.

Reminder:

The next regular SMRHA Board meeting will take place on Monday, April 18, 2022 at 1:00 p.m. via Zoom.

Respectfully Submitted,

Pamela Shifrin



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**MEETING MINUTES
SAN MIGUEL REGIONAL HOUSING AUTHORITY
SPECIAL MEETING
WEDNESDAY, MARCH 30, 2022 @ 4:00 PM**

Zoom Attendance:

The following SMRHA Board members were present:

Lance Waring, San Miguel County Commissioner
Mike Bordogna, San Miguel County Manager
Adrienne Christy, Telluride Town Council Member
Greg Sund, Interim Telluride Town Manager
Pamela Shifrin, At Large Board Member

The following were absent:

None

The following were also in attendance:

Christina Lambert, San Miguel County Human Resources Director
James Van Hooser, San Miguel County Assistant County Manager
Jon Mallonee, Attorney
Temojai Inhofe, SMRHA Manager
Teresa Brier, SMRHA Administrative Coordinator
Delanie Young, Town of Telluride Mayor

Public Comment on Non-Agenda Items:

No public comment was received.

I. CALL TO ORDER

The special meeting of the San Miguel Regional Housing Authority (SMRHA) Board was called to order by Lance Waring on Wednesday, March 30, 2022 at 4:00 p.m. via Zoom.

II. REVIEW OF AGENDA

III. NEW BUSINESS

A. Staffing Update

Temojai Inhofe provided a brief update and there were no questions for Temojai by the Board.
Mike

Bordogna requested that Temojai obtain scanned copies of policies and procedures from Corenna Howard and that she forward them to the Board.

Teresa Brier provided a brief update and there were no questions for Teresa from the Board.

Mike Bordogna noted that Delanie Young expressed interest in assisting SMRHA during the transition and he requested that she provide an hourly cost for her proposed services. The Board will discuss this further during the April 18, 2022 meeting as an agenda item.

IV. EXECUTIVE SESSION

On a **MOTION** by Adrienne Christy and seconded by Lance Waring, the SMRHA Board voted unanimously to move into Executive Session pursuant to 24-6-402crs 4(f)(1) regarding the SMRHA Manager and Administrative Coordinator positions. Temojai Inhofe requested to go into Executive Session instead of remaining in Open Session.

Executive Session concluded at 4:36 p.m.

Mike Bordogna requested a point of contact for SMRHA related items while he is away. Greg Sund will act as board point of contact during that time.

On a **MOTION** by Pamela Shifrin and seconded by Greg Sund, the SMRHA Board voted unanimously to move into Executive Session pursuant to 24-6-402crs 4(f)(1) regarding the SMRHA Manager and Administrative Coordinator positions. Teresa Brier requested to go into Executive Session instead of remaining in Open Session.

Executive Session concluded at 4:56 p.m.

On a **MOTION** by Greg Sund and seconded by Lance Waring, the SMRHA Board voted unanimously to move into Executive Session pursuant to 24-6-402crs 4(b) for conference with an Attorney.

Executive Session concluded at 5:07 p.m.

On a **MOTION** by Lance Waring and seconded by Pamela Shifrin, the SMRHA Board voted unanimously to move into Executive Session pursuant to 24-6-402crs 4(f)(1) regarding the SMRHA Manager and Administrative Coordinator positions.

Executive Session concluded at 5:29 p.m.

V. UPDATES

On a **MOTION** by Greg Sund and seconded by Pamela Shifrin, the SMRHA Board voted unanimously (Mike Bordogna and Adrienne Christy were no longer present) to terminate Temojai Inhofe, SMRHA Manager and Teresa Brier, SMRHA Administrative Coordinator from their current positions effective immediately.

VI. ADJOURN

There being no further business, on a **MOTION** by Lance Waring the SMRHA Board adjourned the meeting at 5:31 p.m.

Reminder:

The next regular SMRHA Board meeting will take place on Monday, April 18, 2022 at 1:00 p.m. via Zoom.

Respectfully Submitted,

Pamela Shifrin

DeLanie Young

P.O. Box 3896, Telluride, CO. 81435

970-799-4430

delanieyoung@hotmail.com

March 30, 2022

SMRHA Board
via individual email addresses

To the SMRHA Board:

I apologize for the sudden provision of this proposal. The timing was out of my control as there was a Special Meeting scheduled for today with very little notice. I honestly believed I had more time, since the next regularly scheduled SMRHA meeting is on April 18. I hope you all have a moment to review this before any more decisions are made in regards to the transition with multiple new staff hires.

I want to begin by saying that this offer I am about to make is not taken lightly. As you are all aware, I am rather busy, as are all of you. However, this organization, if it is to succeed and provide the crucial services needed in our community now more than ever, must have the proper foundation laid to build a true comprehension of the guidelines they are to administer. I believe I am the best person to help achieve that, and I am willing to dedicate time to this.

Understanding the deed restricted programs as they are written is obviously important. Learning the relationship of the regulations and the intentions behind making changes through the years is less apparent but no less essential. It is imperative that institutional knowledge is shared in order to give this regional approach a fighting chance.

As the only individual left in the county who worked for an extended period of time at SMRHA, I would like to offer my services as a consultant to train the new staff on the Town of Telluride and San Miguel County deed restricted programs. In my nine years at SMRHA, I was the employee primarily responsible for conducting all compliance checks. During the first six years, I administered more than 90 percent of ALL applications for rental and purchase that came through the office. I worked closely with Town and County legal departments to draft, edit, and update the necessary documents related to property closings. And, I was intimately involved with deed restriction and guideline development and amendments.

The time dedicated to this training can be rather flexible, in my opinion, and is largely dependent on how the new SMRHA Manager may want to structure it based upon when the two assistants are scheduled to work. Initially, during the first month, I think it requires more regular attention: 2-4 hours per day/2-3 days per week. After the first month, taking time to absorb the knowledge will be beneficial: review and compare applications with the various sets of guidelines, review different examples of existing deed restrictions, note questions for future conversations, and most importantly – being present to answer the phone and emails and interact with the people in need of housing information. Resuming training in less frequent and shorter check-in sessions to address questions that arose, concerns about ease and ability to administer, define parameters of work expectations of SMRHA and the government staff could occur in month three as needed. I will be travelling in month two (May), and might only be available virtually if

something was to arise needing immediate attention. I do not see this arrangement as a very prolonged or permanent affair. I would be willing to avail myself occasionally as needed throughout this next year if deemed appropriate. My guess – six months is adequate.

During Corenna's tenure, she implemented new systems and online processes. It makes sense that she would need to impart the mechanisms she created. She is the only person who knows how those work to my knowledge. Her time at SMRHA was largely interrupted immediately after her hire by COVID, and the length of her employment was not sufficient to establish a deep enough understanding to adequately prepare an entirely new staff. This is an opinion held by me and others.

I am comfortable having a dual approach with Corenna until the new staff is well versed in the database, online compliance platforms, etc. Once that is accomplished, I believe her services may not be needed.

If the Town and the County feel their individual interests would be better served to have a bifurcated approach to training, I would also be comfortable only addressing one jurisdiction's needs.

As the only individual in the county with the depth of experience and historical knowledge associated with the local deed restricted, employee housing programs, I think a contracted agreement with an hourly rate of pay commensurate to what the prior Executive Director was being paid is fair.

I have already spoken to Town Attorney, Kevin Geiger to confirm whether there would be any concern akin to a conflict of interest. I was assured, there is none.

If I had more time, my intention was to draft this proposal in a more detailed and professional fashion. Please contact me with any distinct questions you may have. I would appreciate acknowledgement of this offer regardless of the ultimate decision of the Board.

Sincerely,

A handwritten signature in blue ink that reads "DeLanie Young". The signature is written in a cursive, flowing style.

DeLanie Young



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**San Miguel Regional Housing Authority
Board Meetings
2022**

1:00 P.M.

Via Zoom ID# 484.178.1222 PW: Board

January 24, 2022

February 7, 2022

March 7, 2022

March 21, 2022 – Special Mtg

March 30, 2022 – Special Mtg

April 18 2022

May 2, 2022

June 6, 2022

June 28, 2022

August 1, 2022

August 30, 2022

October 3, 2022

November 7, 2022

December 5, 2022

The Meeting Dates and Times are subject to change as are the Agendas, including the addition of items or the deletion of items at any time. If you are planning to come speak to a specific matter, let the SMRHA Executive Director know by calling 728-3034, ext. 3.

Packet materials are available from the San Miguel Regional Housing Authority by contacting the Executive Director and in the SMRHA Office no later than 24 hours prior to the meeting.