



*Utah Paiute Tribal Housing Authority*  
565 North 100 East • Cedar City, Utah 84721 • (435) 586-1122

**Utah Paiute Tribal Housing Authority (UPTHA)  
Regular Board of Commissioner Meeting  
Monday, June 27, 2022**

Meeting called to order by Chairperson, Betty Cuch at 10:11A.M.

**Roll Call (zoom meeting/conference call):**

Betty Cuch – Cedar Band Board member, Chairperson  
Travis Duran- Shivwits Board member, Vice Chairperson  
Keeyla Capps –Koosharem Board member – conference call  
Halena Blandford- Kanosh Board member – conference call  
Jeanine Borchardt - Indian Peaks Board member – conference call 10:15am

**Other Present:**

James Emery, Executive Director  
Angie Broadhead – not present  
James Jensen – Housing Attorney  
Corrina Bow – Tribal Chairwoman

**Agenda:**

Motion to approve June 27, 2022 agenda made by Halena Blandford with changes, second by Travis Duran, all in favor, motion carries.  
Indian Peaks-absent; Shivwits-yes; Kanosh-yes; Koosharem-Yes; Cedar-Yes

**Minutes:**

April 20, 2022 motioned to approve the minutes by Travis Duran, second by Keeyla Capp with corrects, all in favor, motion carries  
Indian Peaks-yes; Shivwits-yes; Kanosh-yes; Koosharem-Yes; Cedar-Yes

Mr. James Jensen, Housing Attorney explain the updated on the Utah Open and Public Meetings Act that was update 2021 concerning the close session in a meeting:

1. Motion to going to a close session, in favor or oppose
2. Location, time and date of Close Session
3. Name of Board members who is in favor or oppose the issue
4. Recording and notes/minutes of close session, are not available to the public, can be court order and listen only by the judge
5. Close session cannot be on contract, resolution, bylaws
6. Closes session can be on strategic litigation, personnel issues, characteristics of a person
7. Forgot to record the close session, just keep a good separate note of the close session, but remember to keep a separate recording

8. On zoom attendance, how do we handle this issue, if we do not know if other individuals are listening in the close. The zoom came into effect because of the pandemic.
9. There must be a major present (3) with a two-thirds major vote.
10. After close session, motion to close session, back into the open
11. A brief statement what occurred in the close session
12. Vote to close the close session. The reason why we when into a close session.

Zoom with a new policy, recommended by the board to establish a zoom policy draft. update the emails of the tribal council and board of commissioners.

May 23, 2022 board meeting was cancel due to no quorum and the meeting ended at 10:30am, but there was an update on the events for June.

March 16, 2022, minutes with correction to the close session, Travis Duran motioned to ratified minutes, seconded by Keeyla Capps, all favor, motion carries Indian Peaks-abstain; Shivwits-yes; Kanosh-yes; Koosharem-Yes; Cedar-Yes

**Fee Accountant Report:** Angie Broadhead, Fee Accountant  
See summary of monthly activities report.

**Executive Director Report:**  
See staff report as attached

Staff retreat Tuesday, June 28, 2022

DPP expense report is in your folder, can the expense report start in September 2021 fiscal year

Back to School dates has been set for each band area and it will be by drive by, next year back to original.

Shivwits DPP youth camp out report: camp out at Panguitch Lake, visit some caves, there were about 20 kid that attended, Shivwits does invites all DPP programs, planning in August for next year camp out.

UNAHA in Rapid City, SD on August 2-4, 2022.

Governor's Summit on Thursday, July 28, 2022 will be a one-day conference

Strategy planning, maybe 1 home in each band area to purchase or building a home, elder/disable units, zoom meeting with Blue Stone to see what they have to offer. Financially to purchase the home by maybe leveraging the home we have to purchase a tiny house, rent to own homes. We do need a plan to present to the bank for loans.

Motion by Jeanine Borchardt look into getting a plan with a company, second by Travis Duran, all in favor, motion carries. Present to the bank a plan for loan, the statistics of the tribal members and where the tribal members are living and all other tribal members would be the next step. Meeting on Tuesday, July 12, 2022 at 10:00a.m. to hear what Blue Stone has to offer.

Tenant Appreciation Day on Thursday, July 7, 2022 at tribe's youth/senior center playground.

Emergency Elderly/Disabled Policy – income of individual or income of the entire household? Maximum for assistance is \$1,500.00 yearly and in any three-year period, others living with the elderly/disable individuals with additional income to help with repair who is to verify the income. Leave the policy as is, no changes are needed.

Resolution for 5% increase in rent amounts and change in policy for Low Rent Units to for rent due on 1<sup>st</sup> day of the month and \$30.00 late fee after the 5<sup>th</sup> of the month, the target date will be September 1, 2022.

The tenants a six months' notice for the 5% increase in rent with late fee notice starting January 1, 2023, a letter to all tenants, and in the housing monthly newsletter, also include that the rent is due on the first day of month and late fee of \$30.00 due after the 5<sup>th</sup> of the month.

Indian Peaks-yes; Shivwits-yes; Kanosh-yes; Koosharem-yes; Cedar-yes

July Jamboree is schedule for Saturday, July 9, 2022, the booth is full

Native Goods Marketplace for Tribal's first, other native tribe and non-native after, keep the booth number as is first come first serve.

Friday, September 16, 2022, at 5k fun/run activity with a small fee to participate is in a draft form.

**Unfinished Business:**

May BOC update

**Old Business:**

Two letters will be sent to the Shivwits Band Chair with copies to bands, housing attorney and commissioner's: Titles to CAVCO Homes on the Shivwits Reservation and Five Housing Rental Units Located on the Shivwits Band's Reservation on lease agreement, with a meeting to be scheduled was approved by the board of commissioners

**New Business:**

2023 IHP "final draft" out for the 30-day comment and is due on July 18, 2022, Executive Director will see if housing can be on the July Tribal Council Agenda.

Reschedule ROSS quarterly meeting for next board meeting.

**Commissioners and Drug Prevention Reports:**

Cedar Band DPP: There was no band meeting in June and the next meeting is scheduled for Wednesday, July 13, 2022, at 6:00pm, DPP is closed for the summer.

Koosharem Band DPP: Band meeting on June 5, 2022, and the next band meeting Saturday, July 9, 2022. DPP scheduling a trip end July or August.

Kanosh Band DPP: Missed the June because it was during the weekday, next band meeting is scheduled for Sunday, July 10, 2022. DPP is closed

Shiwwits Band DPP: Band meeting on June 24, 2022 and the next band might be on July 27, 2022. DPP with activities for the kids to do in the summertime.

Indian Peaks Band DPP: no meeting for June and next band meeting is scheduled for Sunday, July 10, 2022.

**Close Session:**

No close session was held

Next meeting is Wednesday, July 20, 2022, at 10:00 A.M. (zoom meeting/conference call/in person).

Meeting adjourned at 2:33pm, motion by Travis Duran and Keeyla Capps in favor.

Betty Cuch  
Betty Cuch, Board of Commissioner Chairwoman

July 20, 2022  
DATE

Travis Duran  
Travis Duran, Board of Commissioner Vice-Chairman

July 20, 2022  
DATE