



*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, July 20, 2022**

Meeting called to order by Chairperson, Betty Cuch at 10:07 am.

**Roll Call (Zoom Meeting/Conference Call):**

Betty Cuch – Cedar Band Board Member, Chairperson  
Travis Duran – Shivwits Board Member, Vice Chairperson, late 10:15 am  
Keeyla Capps – Koosharem Board Member – Conference Call  
Halena Blandford – Kanosh Board Member – Conference Call  
Jeanine Borchardt – Indian Peaks Board Member – Conference call/late at 10:15 am

**Other(s) Present:**

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

**Agenda:**

Motion to approve July 20, 2022 agenda made by Keeyla Capps, second by Halena Blandford,  
All in favor, motion carries.  
Indian Peaks-late; Shivwits-late; Kanosh-yes; Koosharem-yes; Cedar-yes

**Minutes:**

Motion to approve Meeting Minutes for June 27, 2022 made by Travis Duran (with corrections) and  
second by Jeanine Borchardt (with corrections), All in favor, motion carries.  
Indian Peaks-yes; Shivwits-yes; Kanosh-yes; Koosharem-yes; Cedar-yes

**Fee Accountant Report:** Angie Broadhead, Fee Accountant  
(See Summary of Month's Activities)

Audit is completed and will be in the Cleaninghouse. BOC request to schedule an audit result  
presentation for the 2021 annual single audit result presented by Charles from Donham & Associates  
(per zoom conference) for August meeting. The board also requested information concerning if we  
need to Request for Proposal (RFP) for this year or next regarding the 2022 annual audit.

**Executive Director Report:**  
(See staff reports – attached).

Zoom Meeting Attendance Policy “Draft” discussion. New policy is titled: “Meeting Participation by Technical Communications” Board approved the “Draft” with minor changes/corrections and approved by resolution at the August 17, 2022 board meeting.  
Motion to approve Meeting Participation by Technical Communications Policy made by Travis Duran and second by Halena Blandford. All in favor, motion carries.  
Indian Peaks-yes; Shivwits-yes; Kanosh-yes; Koosharem-yes; Cedar-yes

Back-2-School dates: August 2 – Cedar City area (Housing Building 11:00 am to 2:00 pm), August 3 – Shivwits (Convenience Store Parking lot 11:00 to 2:00 pm), August 4, - Kanosh/Fillmore, Koosharem and Fillmore Stops.

The DPP program is for the student to get school supplies, calculators, etc are for the kids that are in the program.

Fun-Run 1<sup>st</sup> (Almost) annual Road-Runner 5K – September 16, 2022 – currently completing a Cedar City Application – Not approved yet.

Executive Director will be attending the UNAHA Summer Meeting in Rapid City, SD, August 2-4.

16<sup>th</sup> Annual Utah Governor’s Native American Summit, July 28, 2022 at the University of Utah - Attendees are registered.

Future Strategic Plan Discussion – outline provide to BOC from Blue Stone Consulting Meeting and each band is to solicit information about planning for the future.

Draft 5 Year Strategic Plan for UPTHA – Quarterly meeting with the Tribal Council, Band Council and Housing, with a possible future meeting date for October 10 thru 14, 2022. Tribal Chairwoman suggested we use “Dabble Polls” for setting meeting dates. Please meet with your Band councils to discuss what housing they would like to plan for their areas, maybe do a Memorandum of Understanding between housing, the bands and tribe. If building a home can, we built it for disable handicap for the future, looking at climate change, the health of the tribe, type of homes on band land or tribal land, future units for the students and what is the needs for the areas. Would like to implement the program starting January 2023.

“Unite us platform” Community Resource – Care and Share is developing a serve will be up and running in late September, on the system there will be a pull-down menu that you can locate any type of assistance you are looking for like food bank, housing, health, etc.

UPTHA rent increase – January 1, 2023, rents will increase by 5% and change in UPTHA policy where low rent program rents are due on 1<sup>st</sup> day of the month and a late fee is assessed at close of business on the 5<sup>th</sup> day of the month.

UPTHA hired Blue Water Grants to prepare the FY2022 ICDBG application with an October 24, 2022 submission date, doing center air, finishing basement.

5-minute Break time

**Unfinished Business:** None

**Old Business:**

Shivwits Band Council request for meeting. A letter from housing was sent with two possible meeting dates. Housing is currently waiting for a response. Shivwits Housing Commissioner, Travis Duran will remind his band council about scheduling a meeting with housing and would like the lease agreement before the meeting. Travis will be talking to the band secretary concerning the meeting, and remember to send us the lease agreement

**New Business:**

FY2023 Indian Housing Plan (IHP) submitted on July 15, 2022. Tribal Chairwoman Certification Approved by Tribal Council unanimous vote on July 11, 2022 and submitted on July 18, 2022.

Quarterly ROSS Committee Meeting will be held directly following the adjournment of this regular board meeting with separate meeting minutes.

**Commissioners and Drug Prevention Reports:**

Cedar Band, DPP: band meeting was held on July 13, 2022 and next meeting will be on August 10, 2022. There was a question regarding UPTHA policy on a tenant transferring units and can a relative take over rental of the unit. This question also included the death of the head of household. Executive Director will check what the Eligibility, Admissions and Occupancy policy says regarding this type of situation.

DPP is closed, I work on the proposal and the draft calendar and I submit the information to the Cedar Band Council for their approval. They approved the proposal, so I will be submitting the proposal.

Shivwits Band, DPP: band meeting was canceled for July and next meeting will be on August 10, 2022. It was reported that the Shivwits Annual Meeting will be held on July 23, 2022.

DPP: doing activities, working with Southwest for the program.

Kanosh Band, DPP: band meeting was held on July 17, 2022 and next meeting will be on August 14, 2022. Reminded the band members on the upcoming events for housing. Kanosh Commissioner had a question regarding UPTHA's lawn mowing policy. Tenant to remove a cactus, with need to call in a do a work order.

DPP: looking to hire tutors and will continue with the online tutoring.

Koosharem Band DPP: band meeting was canceled for July and next meeting will be on August 16, 2022.

DPP: trip before school starts, there is a problem with the internet the DPP payment for half the repair and the Koosharem band pays the other half. The band is responsible for the repair of the utilities.

Indian Peaks Band DPP: band meeting was held on July 13, 2022 and next meeting anytime in August.

**Closed Session:**

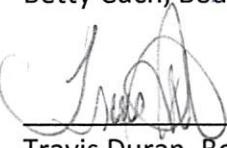
No close session was held.

Next meeting is Wednesday, August 17, 2022, at 10:00 A.M. (zoom meeting/conference call/in person).

Meeting adjourned at 1:35 pm, motion by Travis Duran and Seconded by Halena Blandford, all in favor.

  
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Betty Cuch, Board of Commissioner Chairwoman

Sept. 21, 2022  
Date

  
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Travis Duran, Board of Commissioner Vice-Chairman

Sept. 21, 2022  
Date