



**South Sound Housing Affordability Partners  
Advisory Board**

**Regular Meeting Amended Agenda**

3602 Pacific Ave Tacoma, WA 98418 | Muckleshoot Conference Room

Dial: +1253 215 8782 Meeting ID: 982 0661 9590

Webinar Link: <https://piercecountywa.zoom.us/j/98206619590>

November 19, 2024 5:30 P.M.

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Adria Buchanan, Alex Harrington, Ben Ferguson, Corey Orvold, Desniege Haywood, Faaluaina Pritchard, Isabella Rivera Kjaer, Jay Worley, Nicholas Carr, Noemi Cagatin-Porter, Riley Guerrero, Tim Fairley, William Towey, Zac Baker

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**I. CALL TO ORDER**

5:30

**ROLL CALL**

**LAND ACKNOWLEDGEMENT**

We acknowledge that we are on the traditional homelands of the Coast Salish people. They have lived on and stewarded these lands since the beginning of time, and continue to do so today. We honor their legacy by:

- Welcoming new ways of thinking about our relationship to the land
- Asking -- not assuming -- tribal preferences and needs
- Identifying opportunities to improve our collective stewardship

This board commits to these objectives.

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**II. REVIEW AGENDA/AGENDA MODIFICATIONS**

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**III. CONSENT AGENDA**

**A. October 15, 2024 SSHAP Advisory Board Minutes**

**Purpose:** Approval of minutes from the October 15, 2024 SSHAP Advisory Board meeting.

ATTACHMENTS: [Minutes of October 15, 2024 Advisory Board meeting](#)

**Recommended Motion:** Motion to approve the consent agenda.

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**IV. ACTION**

**A. Recommendation of Advisory Board Work Plan**

5:40

**Purpose:** Presentation from Mary Connolly, SSHA<sup>3</sup>P Program Specialist II, on a final draft of the 2025 Advisory Board Work Plan, for consideration of recommendation to the Executive Board for adoption.

**Action:** Consider recommendation to Executive Board.

**Recommended Motion:** Motion to recommend to the Executive Board adoption of the 2025 Advisory Board Work Plan.

ATTACHMENTS: [Agenda Memorandum: Final Draft 2025 Advisory Board Work Plan](#)  
[Final Draft 2025 Advisory Board Work Plan Presentation](#)  
[Final Draft 2025 Advisory Board Work Plan](#)  
[Summary of 2025 Work Plan Development Process](#)

**V. PRESENTATIONS AND DISCUSSION**

**A. Impact of Universal Design on Home Design and Construction Cost**

6:15

**Purpose:** Presentation from Ben Ferguson, Advisory Board member and Principal at Ferguson Architecture, and Sara Delano, Architectural Associate at Ferguson Architecture, on the impact of building with universal design on a home’s design and cost of construction in middle housing and multifamily buildings.

**Action:** Questions.

ATTACHMENTS: [Agenda Memorandum: Impact of Universal Design](#)  
[Presentation: Impact of Universal Design on Design and Cost of Construction](#)

**VI. PUBLIC COMMENT**

7:15

This is the time set aside for the public to provide comment to the Advisory Board on the business of the Board. To request to speak virtually, please press the Raise Hand button near the bottom of your Zoom window or \*9 on your phone; if speaking in person, please sign in on the on the public comment form in the conference room. Your name or the last four digits of your phone number will be called out when it is your turn to speak.

The Advisory Board meeting can be heard by dialing 253-215-8782 and entering the Meeting ID 982 0661 9590 or through Zoom at <https://piercecountywa.zoom.us/j/98206619590>. Written comments may be submitted to [mary.connolly@piercecountywa.gov](mailto:mary.connolly@piercecountywa.gov) Tuesday before 4:00 p.m. for the Public Comment period. Comments will be compiled and sent to the Advisory Board and posted on the SSHA<sup>3</sup>P website at: <https://southsoundaffordablehousing.org>.

**VII. SSHA<sup>3</sup>P STAFF UPDATE**

7:20

ATTACHMENTS: [November 2024 SSHA<sup>3</sup>P Manager Report](#)  
[Accessible Housing Survey Flyer \(English\)](#)

**VIII. UPDATES/COMMENTS OF THE ADVISORY BOARD**

7:25

**IX. ADJOURN**

7:30

## **South Sound Housing Affordability Partners (SSHA<sup>3</sup>P)**

### **Advisory Board**

#### **Meeting Norms**

1. Challenge ideas, not individuals
2. Assume positive intent; assume responsibility for impact
3. Recognize it is more beneficial to share what you are thinking with the group during the discussion than with an individual afterwards
4. Listen with curiosity to what everyone has to say – we all come with different perspectives and priorities that bring depth to the conversation
5. Be respectful and make space for minority opinions or points of view
6. During discussion, everyone has the opportunity to contribute before members contribute a second time
7. Raise hand to speak and wait for acknowledgement from the chair
8. Be open to new ways of thinking
9. Recognize the best efforts of our staff
10. Make our decisions based on the available information, and in the best interest of the Executive Board goals
11. Board members come prepared for each meeting

## ROBERTS RULES CHEAT SHEET

To:	You say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Vote Needed
Adjourn	"I move that we adjourn"	No	Yes	No	No	Majority
Recess	"I move that we recess until..."	No	Yes	No	Yes	Majority
Complain about noise, room temp., etc.	"Point of privilege"	Yes	No	No	No	Chair Decides
Suspend further consideration of something	"I move that we table it"	No	Yes	No	No	Majority
End debate	"I move the previous question"	No	Yes	No	No	2/3
Postpone consideration of something	"I move we postpone this matter until..."	No	Yes	Yes	Yes	Majority
Amend a motion	"I move that this motion be amended by..."	No	Yes	Yes	Yes	Majority
Introduce business (a primary motion)	"I move that..."	No	Yes	Yes	Yes	Majority

The above listed motions and points are listed in established order of precedence. When any one of them is pending, you may not introduce another that is listed below, but you may introduce another that is listed above it.

To:	You say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Vote Needed
Object to procedure or personal affront	"Point of order"	Yes	No	No	No	Chair decides
Request information	"Point of information"	Yes	No	No	No	None
Ask for vote by actual count to verify voice vote	"I call for a division of the house"	Must be done before new motion	No	No	No	None unless someone objects
Object to considering some undiplomatic or improper matter	"I object to consideration of this question"	Yes	No	No	No	2/3
Take up matter previously tabled	"I move we take from the table..."	Yes	Yes	No	No	Majority
Reconsider something already disposed of	"I move we now (or later) reconsider our action relative to..."	Yes	Yes	Only if original motion was debatable	No	Majority
Consider something out of its scheduled order	"I move we suspend the rules and consider..."	No	Yes	No	No	2/3
Vote on a ruling by the Chair	"I appeal the Chair's decision"	Yes	Yes	Yes	No	Majority

The motions, points and proposals listed above have no established order of preference; any of them may be introduced at any time except when meeting is considering one of the top three matters listed from the first chart (Motion to Adjourn, Recess or Point of Privilege).