

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, NOVEMBER 17, 2015**

The Commissioners of the Housing Authority of the County of DeKalb met in regular session at the Housing Authority's central office, 310 N. Sixth Street, DeKalb, IL at 2:31 PM on Tuesday, November 17, 2015.

The meeting was called to order by Chairwoman Moulton and upon roll call, those present and absent were as follows:

Commissioners Present

Herodote Hounsrou Adjegan
Ron Bemis
Donna Moulton
Ging Smith
Jerry Wahlstrom

Commissioners Absent

Others Present

Michelle Perkins, Executive Director
Christine Sauter, CFO
Vivian Bright, DO
Tim Horning, Attorney

There being a quorum present, the meeting duly convened opening with the hearing of any public comments. *No one from the public was present.*

Approval of the Agenda. Commissioner Moulton asked for changes to the Agenda. There being no changes, Commissioner Wahlstrom made a Motion to approve the Agenda. Commissioner Adjegan seconded the Motion. All were in favor, none opposed. Motion then carried.

Approval of the Minutes. Commissioner Moulton asked for changes to the regular session meeting minutes. With no changes being requested, Commissioner Bemis made a Motion to approve the meeting minutes. Commissioner Smith seconded the Motion. All were in favor, none opposed. Motion then carried.

Approval of Bills and Payroll. The bills and payroll were submitted to the Commissioners for approval of payment. Commissioner Bemis moved that the bills and payroll be approved as submitted. Commissioner Wahlstrom seconded the Motion. Upon roll call, the Ayes and Nays were as follows:

Ayes

Herodote Hounsrou Adjegan
Ron Bemis
Donna Moulton
Ging Smith
Jerry Wahlstrom

Nays

None

Absent – None

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, NOVEMBER 17, 2015**

Financial Report: CFO Sauter noted that all programs are performing well year to date. Sauter shared that the CY 2015 unit months leased for the HCV program is expected to be 6767 which is one below the baseline target of 6768. ED Perkins praised the hard work of the admissions and voucher team in hitting the target in light of 26 port-out vouchers absorbed in October. Sauter noted that the public housing MENARS ratio is nearing the top of the policy tier. In an effort to maintain public housing reserves at a level within the HUD monitored 3-6 ratio, reserves will be used to fund asbestos abatement costs rather than capital funds for the remainder of the fiscal year. Sauter noted that not much has been communicated regarding 2016 funding for PH or HCV programs but that OIG audits have revealed unsupported fees charged to programs. OIG is recommending refederalization of COCC funds originating from PH and capital management fees. No final decision has been made but staff is closely monitoring status. Sauter distributed health insurance renewal information noting that three quotes were received and based on price and benefits it is recommended to continue with Humana plan. Sauter noted that property insurance renewal quotes will be presented at the December meeting and FY17 wage budget information will be presented at the January meeting for Board consideration.

Executive Director Report: *Legal.* Attorney Horning has been working with Cricket Cellular to facilitate the “walk & pay” exit dollar amount. Cricket will pay \$37,500 to exit their contract and sign over to the housing authority all remaining equipment to be used as we see fit.

HCV Utilization & Occupancy. HCV will end the year in a very good position. Great effort was given by the Admissions staff who worked very hard to achieve high year end numbers. Public Housing is experiencing a dip in occupancy due to the HCV lease-ups and recent evictions. Staff will continue to process applications to fill the vacancies in Public Housing. Provided eligible applicants who are willing to lease are found, we still have plenty of time to achieve an overall +97% occupancy for our PHAS scoring.

Gurler Street Apartments/State Funding & Supportive Services. No updates on state funding cuts and its effect on HACD, DCRDC or the CoC programs. Ben Gordon Center has been officially taken over by KishHealth systems and Kim Volk will take over as lead for BGC at this time. Community Support Staff report that many things are still being worked out but it appears to be positive movement going forward.

Continuum of Care. The NOFA is complete and the CoC will be meeting on November 18, 2105 for final project ranking approval and approval to submit the grant. The DeKalb County Mental Health Board granted the CoC \$12,500 needed to cover the HMIS software for one additional year. Perkins will facilitate the transition to working with the Rockford/Winnebago CoC to share their software. Perkins will work with the DeKalb County CoC on future strategic planning. AHAR draft is due 12/2/2015.

TSP & TV. Taylor Street Plaza TV system has been improving however, still experiencing issues. Staff conducted a survey of tenants for persistent issues, satisfaction level and comments on what other options they would like to explore (i.e., Comcast). Staff will be meeting with the Cyber Broadcasting to discuss survey results, ongoing issues and future plans for fixing the outstanding issues. Staff has also engaged Comcast (6+ weeks ago) for pricing on re-wiring for individual service and pricing on bulk agreements, however still waiting on pricing/proposals.

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, NOVEMBER 17, 2015**

PIH 2015-19 Guidance for PHA's on Excluding the Use of Arrest Records in Housing

Decisions. ED Perkins and Commissioners discussed the notice released from HUD. Discussion commenced on current eligibility process being strict and in light of this memo what consideration should be given to relaxing eligibility screening and or serving ex-offenders. Staff will be meeting with Attorney Horning to review current practice and review guidance.

ED Perkins gave a general overview of items which included informing the Commissioners that HUD is taking comments on a regulation mandating smoke free public housing. Perkins noted that there is still no final 2016 FMR and included a reminder that the PHADA conference is scheduled for January 10-13 of 2016, along with the next board meeting date and some current tenant statistics.

Resolutions: The Board was presented with **Resolution 16-11 Humana Health Insurance Renewal.** Approval of the resolution would allow the Executive Director to renew the Employee Health Insurance with Humana at an annual cost of \$103,831.20. Commissioner Bemis made a motion to approve. Commissioner Smith seconded the Motion. All were in favor, none opposed. Motion then carried.

As there was no further discussion to come before the meeting, Commissioner Moulton asked for a Motion to adjourn the regular meeting. Commissioner Wahlstrom made a motion to adjourn. Commissioner Adjegan seconded the Motion. Motion then carried. The regular meeting was adjourned at 3:38 PM until the regular meeting scheduled to take place on Tuesday, December 15, 2015 at 2:30 PM at the offices of the Housing Authority of the County of DeKalb, 310 N. 6th Street, DeKalb, IL.

CHAIRMAN

(SEAL)

ATTEST:

SECRETARY-TREASURER

CERTIFICATE

I, MICHELLE PERKINS, the duly appointed, qualified and acting Secretary of the HOUSING AUTHORITY OF THE COUNTY OF DEKALB, ILLINOIS, and Keeper of the records thereof, do hereby certify that I have compared the annexed complete unapproved Minutes as recorded by me and retained in the Records of said Authority, and certify that it is a true, complete and correct presentation of said Minutes, including attachments or exhibits made a part of these Minutes.

I further certify that if the Minutes are subsequently corrected or amended, I shall forward promptly such correction or amendment and a copy of the attachments or exhibits made a part of these Minutes.

I further certify that the said Regular Meeting was held on November 17, 2015 at 310 N. 6th Street, DeKalb, IL, and roll call showed the following members to be present and absent:

Commissioners Present
Herodote Hounsrou Adjegan
Donna Moulton
Ron Bemis
Ging Smith
Jerry Wahlstrom

Commissioners Absent
None

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this November 23, 2015.

ACTING SECRETARY
