RHA Meeting Minutes – January 22, 2015 MEMBERS PRESENT: Joyce Bakewell, Jason Passmore, Robert Fadness, Steve Roach, Michelle Elsbernd, Bernard Peterson, Paul Ryan, Gary Bowden, Roy Karlson, Randee Blietz, Rose Schutte, Dennis Koenig, Sharron Meyer, Mary Willett, Mark Schmitt, Vicky Osmundson and Charles Caroll STAFF PRESENT: Karine Schager, Jenna Siebrecht, Rachelle Howe and Mary Huinker CALL TO ORDER: The Upper Explorerland RHA quarterly meeting was called to order at 1:00 pm by Chair Michelle Elsbernd at UERPC in Postville, IA. APPROVAL OF AGENDA: A motion was made by Bowden/Schmitt to approve the agenda. Motion carried unanimously. APPROVAL OF MINUTES: A motion was made by Roach/Peterson to approve the minutes of the 12/11/2014 meeting. Motion carried unanimously. ELECTION OF OFFICERS: Roach/Ryan motioned to elect Jason Passmore as Chair. Roach/Blietz motioned to elect Michelle Elsbernd as Vice Chair, Mary Huinker as Secretary and Lisa Lensing as Treasurer. Motions were carried unanimously on both accounts. APPROVAL OF THE EXECUTIVE BOARD: Robert Fadness – Allamakee, Charles Carroll – Clayton, Steve Roach – Fayette, Jason Passmore – Howard, Michele Elsbernd – Winneshiek. Bakewell/Bowden motioned to approve. Motion carried unanimously. TERM RENEWALS: Rachelle Howe went over the RHA board terms. Some terms are coming to an end. Huinker will send out emails/letters to city or county personnel to request approval for reappointment. UPDATE ON FRAUD CASES: Karine updated that the Office of Inspector General has met with the tenants and is working on a report. AGENCY PLAN REVIEW AND APPROVAL: Members were asked to review the PHA 5-Year Annual Plan. The only change Rachelle wanted to highlight was the bi-annual inspections policy. A motion was made by Willett/Ryan to approve the plan. Motion carried unanimously. CIVIL RIGHTS CERTIFICATION: A motion was made by Schmitt/Meyer to approve the Civil Rights Certification. Motion carried unanimously. Jason Passmore signed his approval. FINANCIAL STATUS REPORT: Rachelle Howe gave the Section 8 status report. Following are the numbers of units under contract with the RHA as of January 1, 2015: Allamakee County – 46 families. Fayette County – 172 families. Clayton County – 59 families. Howard County – 34 families. Winneshiek County – 25 families. These numbers include handicap and disabled. We currently have 8 port-outs. APPROVAL OF DISBURSEMENTS FOR PUBLICATION: A motion was made by Ryan/Peterson to approve the disbursements for publication. Motion carried unanimously. CONFLICT OF INTEREST STATEMENTS: Rachelle Howe briefly went over UERPC's Conflict of Interest Policy and has required that all board members review and sign. RESONLUTION FOR ADDITION TO ADMINISTRATION PLAN: Karine went over the option to waive screens on windows if the unit has been inspected by the State Building Inspector and there are means of egress from the unit. Resolution 1501 was motioned by Osmundson/Peterson. A roll call to approve the resolution was carried unanimously. Jason Passmore signed his approval. SCHEDULE NEXT MEETING: The next meeting is scheduled for April 23, 2015 at 1:00 pm. FLOOR ITEMS: Paul Ryan wanted to discuss the Section 8 lease up numbers and that we've gone down in assistance. Karine and Rachelle assured him that we're working on getting those numbers back up. Ryan also commented on the painting updates in the Postville office and they look nice! Steve Roach questioned if we can reach the maximum lease up number of 407 without port outs? Karine commented that it's attainable, but difficult to reach, depending on HAP payments. ADJOURNMENT: A motion to adjourn was made by Bowden/Peterson. Motion carried unanimously. The meeting adjourned at 1:30 pm.