RHA Meeting Minutes – January 26, 2017

MEMBERS PRESENT: Jason Passmore, Michele Elsbernd, Shannon Gebel, Bernard Peterson, Steve Roach, Joyce Bakewell, Charles Caroll, Vicky Osmundson, Jamie Blume, Denise Schneider, Rhonda Klapperich and Mark Schmitt.

STAFF PRESENT: Karine Schager, Jenna Siebrecht, Lori Brockway and Mary Huinker

CALL TO ORDER: The Upper Explorerland RHA quarterly meeting was called to order at 1:02 pm by Chair Jason Passmore at UERPC in Postville, IA.

APPROVAL OF AGENDA: A motion was made by Schmitt/Peterson to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES: A motion was made by Gebel/Roach to approve the minutes of the 12/08/2016 meeting. Motion carried unanimously.

ELECTION OF OFFICERS: Elsbernd/Peterson motioned to keep the officers the same for the upcoming 2017 year with only one change to replace Karen Cooper as the new Treasurer; leaving Jason Passmore as Chair, Michelle Elsbernd as Vice Chair, Mary Huinker as Secretary. Motions were carried unanimously.

APPROVAL OF THE EXECUTIVE BOARD: Schmitt/ Peterson motioned to keep the Executive Board the same for the upcoming 2017 year. Mary Engstrom – Allamakee, Charles Carroll – Clayton, Steve Roach – Fayette, Jason Passmore – Howard, Michele Elsbernd – Winneshiek. Bakewell/Bowden motioned to approve. Motion carried unanimously.

TERM RENEWALS: Mary Huinker went over the RHA board terms. Huinker sent out emails to city or county personnel to request approval for reappointment on any terms that were coming to an end.

RESOLUTION TO APPROVE RHA SIGNATORIES: Lori Brockway went over the authorized agents and the powers each has been granted at Freedom Bank. Among the agents are Rachelle Howe, Lori Brockway, Karen Cooper, Sue Severson, Mary Huinker, Jason Passmore, Charles Carroll and Michele Elsbernd. A motion was made by Schmitt/Gebel to approve the RHA signatories. Motion carried unanimously. Roll call for A RESOLUTION TO APPROVE RHA SIGNATORIES was carried unanimously.

AGENCY PLAN REVIEW AND APPROVAL: Lori went over the 5-year and Annual PHA Plan to board members. The Resident Advisory Board met on January 25, 2017 to explain the agency plan to all attending participants on the rental assistance program. Lori explained the Agency Plan is available for public comment and a public hearing is set of March 14th at 9:00 am at the UERPC office in Postville. A motion was made by Roach/Gebel to approve the agency plan. Motion carried unanimously.

CIVIL RIGHTS CERTIFICATION: Lori Brockway went over the certification of compliance with PHA plans and related regulations. A motion was made by Schmitt/Bakewell to approve the Civil Rights Certification. Motion carried unanimously.

FINANCIAL REPORT UPDATE: Lori Brockway explained the financial reports as of December 31, 2016. A motion was made by Roach/Gebel to approve the financial reports. Motion carried unanimously.

CONSIDER THE APPROVAL OF DISBURSEMENTS FOR PUBLICATION: A motion was made by Elsbernd/Osmundson to approve the disbursements for publication. Motion carried unanimously.

PROGRAM STATUS REPORT: Lori Brockway gave the Section 8 status report. Following are the numbers of units under contract with the RHA as of January 1, 2017: Allamakee County – 58 families. Clayton County – 92 families. Fayette County – 187 families. Howard County – 57 families. Winneshiek County – 27 families. These numbers include handicap and disabled. We currently have 18 port-outs with 8 pending. Our lease up number was at 440.

CONFLICT OF INTEREST STATEMENTS: Mary Huinker reminded board members to review the conflict of interest statement, sign and turn in before they leave.

SCHEDULE NEXT RHA MEETING: The next meeting is scheduled for April 27th, 2017 at 1:00 pm.

FLOOR ITEMS: Jason Passmore announced that RAGBRAI is coming through NEIA if anyone hadn't heard yet. Jason expressed that if the route is stopping through your community, be proud of what it has to offer to the many visitors passing though.

ADJOURNMENT: A motion to adjourn was made by Gebel/Peterson. Motion carried unanimously. The meeting adjourned at 1:39 pm.

The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any errors or omissions.

Mary Huinker

Mary Huinker, Secretary