RHA Meeting Minutes – August 17, 2017

MEMBERS PRESENT: Shannon Gebel, Bernard Peterson, Steve Roach, Jamie Blume, Denise Schneider, Mary Engstrom, Amy Bouska, Joyce Bakewell, Michele Elsbernd, Charles Carroll, Rhonda Klapperich and Gary Bowden.

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

CALL TO ORDER: The Upper Explorerland RHA quarterly meeting was called to order at 1:08 pm by Vice-Chair Michele Elsbernd at UERPC in Postville, IA.

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

APPROVAL OF MINUTES: A motion was made by Gebel/Roach to approve the minutes of the 5/25/17 meeting. Motion carried unanimously.

FINANCIAL REPORT UPDATE: Lori Brockway explained the financial reports as of June 2017 with a net profit of $9,117.46. 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 Peterson/Bowden to approve the May-June 2017 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 August 1, 2017: Allamakee County – 53 families. Clayton County – 83 families. Fayette County – 179 families. Howard County – 43 families. Winneshiek County – 26 families. These numbers include handicap and disabled. We currently have 6 port-outs with 5 already projected for September. Our lease up number was at 391.

RESOLUTION FOR APPROVAL OF SEMAP SUBMISSION: Lori Brockway discussed the Section 8 Management Assessment Program Certification (SEMAP). A motion was made by Bakewell/Gebel to approve the Resolution 17-03 of SEMAP submission. Motion carried unanimously.

RESOLUTION FOR ADDITION TO ADMINISTRATION PLAN: Lori Brockway discussed the Resolution to approve revisions to the Housing Choice Voucher Program Administration Plan of the Upper Explorerland Regional Housing Authority. A motion was made by Gebel/Bouska to approve the Resolution 17-04 with a change on Page 3 – Fair Housing Policy; from creed 'and' national origin to creed 'or' national origin. Motion carried unanimously.

UPDATE ON OCCUPANCY STANDARDS: Karine Schager explained the letter that went out to all tenants regarding our new occupancy standards. Jenna Siebrecht and Karine Schager have been reassuring tenants calling in with concerns regarding the new "two heartbeats per room" rule.

DISCUSSION REGARDING SHORTFALL STATUS: Lori Brockway discussed briefly about the agencies shortfall status and spending projections. The next phone call with shortfall staff will be on September 13th.

SCHEDULE NEXT RHA MEETING: The next meeting is scheduled for December 7, 2017 at 1:00 pm.

FLOOR ITEMS: Lori Brockway wanted to let the Board know that she sent in a TBRA application to Iowa Finance Authority to assist approximately 30 units, if awarded. The goal would be to direct funding towards assisted living applicants.

ADJOURNMENT: A motion to adjourn was made by Bowden/Engstrom. Motion carried unanimously. The meeting adjourned at 1:50 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