RHA Meeting Minutes – August 16, 2018

MEMBERS PRESENT: Bernard Peterson, Gary Bowden, Michele Elsbernd, Crystal Reddel, Steve Roach, Charles Carroll, Mike Tucker, Denise Schneider, Amy Bouska, Mark Schmitt, Mary Engstrom, Rhonda Klapperich and Sheila Bullerman.

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

CALL TO ORDER: The Upper Explorerland RHA 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 Roach/Peterson to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES: A motion was made by Schmitt/Carroll to approve the minutes of the 5/17/18 meeting. Motion carried unanimously.

FINANCIAL REPORT UPDATE: Lori Brockway explained the financial reports as of June 2018. The Fiscal year-to-date net profit (loss) as of June 2018 was $3,895.79. A motion was made by Roach/Schmitt to approve the financial reports. Motion carried unanimously.

CONSIDER THE APPROVAL OF DISBURSEMENTS FOR PUBLICATION: A motion was made by Schmitt/Bouska 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 May 1, 2018: Allamakee County – 51 families. Clayton County – 82 families. Fayette County – 168 families. Howard County – 42 families. Winneshiek County – 19 families. These numbers include handicap and disabled. We currently have 7 port-outs with 8 pending. Our lease up number was at 373.

APPROVAL OF FY 2019 BUDGET: Lori Brockway discussed the proposed Housing Choice Voucher budget for Fiscal Year ending June 30, 2019. A motion was made by Schneider/Reddel to approve the budget. Motion carried unanimously.

RESOLUTION FOR SECTION 8 MANAGEMENT ASSESSMENT: Lori Brockway discussed approval for submittal of the Section 8 Management Assessment Program Certification (SEMAP). The program measures performance of our housing agency. A motion was made by Schneider/Peterson to approve the submittal of the SEMAP. Motion opposed by Bouska.

RESOLUTION TO APPROVE NAN MCKAY: Lori Brockway discussed approval of Nan McKay as the Housing Choice Voucher Program Administration Plan of UERPC. A motion was made by Bouska/Carroll to approve the addition to the Administration Plan. Motion carried unanimously.

SCHEDULE NEXT RHA MEETING: The next meeting is scheduled for December 6, 2018 at 1:00 pm in the Postville office.

FLOOR ITEMS: None at this time.

ADJOURNMENT: A motion to adjourn was made by Schmitt/Bowden. 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