RHA Meeting Minutes – December 20, 2019

MEMBERS PRESENT: Warren Fisk, Shannon Gebel, Ray Peterson, Mike Tucker, Steve Roach, Dennis Koenig, Bonnie Basemann, Jason Passmore, Susan Scott, Randee Koenig, Amy Bouska, Charles Carroll, Mark Schmitt

MEMBERS ABSENT: Josh Dreps, Gayle Decker, Mary Engstrom, Denise Schneider, Dave Hart, Bernard Peterson, Theresa Sherman, Marty Stanbrough, Joe Pisney, Rhonda Klapperich, Crystal Reddel, Joyce Bakewell, Michele Elsbernd, Sheila Bullerman,

STAFF PRESENT: Katie Nolte, Karine Schager, Kayla Miller, Casey Meyer, Heidi Hackman

GUESTS: Christi Meyer-Auditor from Hacker, Nelson & Co.

CALL TO ORDER: The Upper Explorerland RHA meeting was called to order at 1:00 pm by Chair Jason Passmore at UERPC in Postville, IA.

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

APPROVAL OF MINUTES: A motion was made by Fisk/Koenig to approve the minutes of the 9/12/2019 meeting. Motion carried unanimously.

AUDIT REPORT- Christi Meyer explained the findings of the RHA audit for Fiscal year ending on June 30, 2019. RHA's accounting practices and financial standings are compliant and require no actions following yearly audit findings.

FINANCIAL REPORT UPDATE: Katie Nolte provided the Board with an update on the RHA financials and budget. Port Outs are costing more money than in the past as more people move out of the state with their vouchers. RHA is considering implementing a local preference tool following HUD Regulations. The goal of implementing the local preference is to reduce the length of the waiting list for established residents and to give first preference to them over residents that are choosing to move into the area from out of state. A motion to approve the Financial Report was made by Warren/Schmitt. Motion carried unanimously.

CONSIDER APPROVAL OF ITEMS FOR DISBURSEMENT: Katie Nolte explained allocations of money used in the months of July through September 2019. A motion was made to approve Items for Disbursement by Warren/Schmitt. Motion carried unanimously.

BOARD MEMBER APPOINTMENTS: Reappointments are in the progress of being instated. Jason Passmore suggested that it would be good to fill the vacant positions on the board. He suggested to members present to consider who may be a good candidate to appoint from their areas.

PROGRAM STATUS REPORT:

- Katie Nolte introduced Casey Meyer. She is the new Housing Coordinator in the RHA Office.
- Open House was held in Decorah for Tenants and Landlords currently enrolled in the Decorah Low Rent Housing Agency. The open house was a meet and greet and gave people of Decorah a chance to ask questions to the Staff of the Postville Regional Housing Authority. The Merger of Decorah Low Rent Housing Authority and Upper Explorerland Regional Housing Authority is set to merge effective January 1st, 2020.
- Decorah has a shortage of 1-bedroom apartments. Katie has suggested that for the next meeting we can discuss policies moving forward to address this with our program regulations.
- SEMAP-Postville Housing Authority has been rated as a standard performer. Katie said this was rated in part because staffing changes. To get a better score moving forward, Postville RHA is planning on doing more Quality Control inspections and encouraging more training to standardize processes.
- Karine explained HGS standards for Inspections means that the conditions are deemed safe and sanitary within the rental units.
- Amy Bouska mentioned that Energy Audits may help to winterize low income rentals. Heidi Hackman will explore this to see if this is an option the RHA office can promote with the Winneshiek Energy District.

FLOOR ITEMS: Katie Nolte announced that Upper Explorerland has been awarded a Federal Home Loan Bank Grant set to begin in 2020. The grant will fund home repair projects for 29 homes of elderly or disabled homeowners. The cost range of projects accepted can vary from $15,000 to $24,999. UERPC will have 2 years to use these funds.

SCHEDULE NEXT RHA MEETING: The next meeting was scheduled for Thursday March 26th, 2020 at 1:00 p.m.

ADJOURMENT: A motion to adjourn was made by Bouska/Gebel at 2:15 p.m. Motion carried unanimously.

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Heidi Hackman, Board Secretary