UERHA Board Minutes
Thursday, August 18, 2026, 11 a.m.

Present: Mary Ann Humpal, Joe Pisney, Jane Tibbals, Teresa Severson, Shannon Gebel, Josh Uhlenhake, Sarah Snitker, Shirley Vermace, Randee Koenig, Charles Carroll, and Jason Passmore; Online: Pam Wendel, and Steve Roach; Others present: Rachelle Howe, Karine Guese, Connie Looney, Crystal Wagner, Jodi Emery, and Lori Quam. Absent: Mark Schmitt, Tom Clark, Mary Engstrom, Bonnie Basemann, Michelle Meyer, Ashley Goltz, Mike Tucker, Ray Peterson, Dale Mauss, Sheila Bullerman, and Jeff Bunn.

CALL TO ORDER: Passmore called the meeting to order at 11:11 a.m. due to technical issues.

AGENDA APPROVAL: A motion to approve the agenda was made by Pisney and seconded by Gebel. The motion passed unanimously.

APPROVAL OF MINUTES FROM June 16, 2026: A motion to approve the minutes was made by Gebel and seconded by Snitker. The motion passed unanimously.

CONSIDER APPROVAL OF DISBURSEMENTS FOR May and June 2026: Emery shared disbursements for May and June. A motion to approve the disbursements was made by Gebel and seconded by Koenig. The motion passed unanimously.

FINANCIAL REPORT: Emery shared financials. Various categories were discussed; overall expenses are at 91% of the budgeted annual amount. A motion to approve the financials was made by Carroll and seconded by Wendel. The motion passed unanimously.

CONSIDER APPROVAL OF UPDATES TO ADMINISTRATIVE PLAN: Guese shared that the Administrative Plan updates for HOTMA will be effective January 1, 2027. A motion to approve the updates was made by Gebel and seconded by Roach. The motion passed unanimously.

CONSIDER APPROVAL OF WINNESHIEK COUNTY EXECUTIVE BOARD MEMBER: Howe shared that Sheila Bullerman is off the board and Emilee Burcham from Helping Services will replace her. She is from Calmar and the city will need to appoint her.

CONSIDER APPROVAL OF RESOLUTION 26-00 SECTION 8 MANAGEMENT ASSESSMENT PROGRAM CERTIFICATION (SEMAP): Guese shared that SEMAP does not have to submit to HUD but still must be approved by the board. Results for SEMAP indicator one for the waitlist had no samples because we did not pull from the waitlist. The five quality control inspections all passed. Indicator three adjusted income, one checking account amount was incorrect, updated correctly, and did not change rental amounts. There are four indicators scored by HUD in PIC and all four scored UERHA at 99%

PROGRAM STATUS REPORT: Guese shared the program status report and noted we have two ports and another possible two coming, which will be billed. Porting was discussed. RHA staff will be attending a training related to HOTMA in September. We have pulled 69 from the top of the waitlist, which leaves just under 400 on the waitlist.

FLOOR ITEMS: None.

SCHEDULE NEXT RHA BOARD MEETING: The next meeting is scheduled for Tuesday, December 15, 2026.

ADJOURNMENT: A motion to adjourn was made by Pisney 11:32 a.m. and seconded by Gebel. The motion passed unanimously.

Submitted by,
Lori Quam, Board Secretary