

**WINNEBAGO COUNTY HOUSING AUTHORITY
FEBRUARY 16, 2017
REGULAR MEETING MINUTES**

Call to Order, Roll Call, Pledge of Allegiance

Chairman Wescott called the meeting to order at 5:36 p.m. Following the call to order, roll call was taken.

The following Board Members were in attendance:

Present:	Chairman Fred S. Wescott Commissioner Ron Ballard Commissioner Tunaya S.M. Beaudry Commissioner Jim Hughes
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Absent:	Vice Chairman Dina M. Getty Commissioner Alanna D. Conard Commissioner Pearl Hawks
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Also present: Executive Director Alan Zais, Assistant Executive Director Felicia Davis, Finance Director Vickie Huwe, Housing Choice Voucher Case Manager/Family Self Sufficiency Coordinator Christina Coon, James R. Pirages of the law firm of Hinshaw & Culbertson LLP, Regina Davis and Debbie Wescott.

Following roll call, Chairman Wescott led those in attendance in reciting the Pledge of Allegiance.

Introduction of Guests

Executive Director Alan Zais introduced Regina Davis (Felicia's daughter) and Debbie Wescott (Chairman Wescott's wife).

Changes to Agenda

None.

Public Comments

None.

Executive Director's Report

Executive Director Alan Zais indicated that his written report had been included in the Board packet materials that the Commissioners had previously received.

Alan noted that the Housing Choice Voucher Program (Section 8) had recently concluded a fraud case and asked Christina Coon to comment about it; he said that Christina, along with Kristin Andrews of the WCHA staff, had been vigorously pursuing this case.

Christina noted that she and Kristin had been working on the case for about 2-1/2 years. She summarized the case as one where a landlord was improperly living with a Section 8 tenant. The Section 8 tenant had “ported” her voucher from Boone County Housing Authority to the Winnebago County Housing Authority about three years ago. In addition to the landlord living with the Section 8 tenant, the tenant was also listed with the Boone County Housing Authority as being the landlord’s property manager.

Christina noted that the Office of the Inspector General (OIG) was also involved in the investigation and, that as a result of their mutual pursuit of this matter, the WCHA had recovered \$13,646.00, which was the total amount of the housing assistance payments that the tenant had received from the WCHA. She said that the landlord will not be allowed to participate any longer in the Section 8 Program and that the two remaining Section 8 tenants who are living in the landlord’s property will have to move once their leases expire (there were approximately 12 such tenants at the outset). Christina noted that there are also two other cases that the OIG is working on (one that also involves the Department of Rehabilitation Services and Public Aid). She also reminded the Board of the work that they had done on the Tamika Wilson case, involving a former Section 8 tenant who had “forgotten” that she had worked at Chrysler and had failed to disclose that employment in the Section 8 documents that she had submitted. Christina said that there is also one potential fraud case that they are pursuing on behalf of the Boone County Housing Authority.

Executive Director Alan Zais indicated that the OIG has been very helpful with these cases. He said that they had turned to the OIG after efforts to obtain assistance from the Winnebago County State’s Attorney had not been productive. Alan also noted that because of the work that Christina and Kristin have done, they had been selected to present at last summer’s Illinois NAHRO conference where they spoke on the topic along with a representative from the OIG.

Chairman Wescott, on behalf of the Board, thanked Christina and Kristin for their efforts.

Alan also asked Felicia Davis to speak about the work that she has been doing on obtaining a food bank truck. Felicia said that as part of her involvement in the Leadership Rockford Program, her group of five participants has been working to coordinate efforts between not-for-profit groups and the food and beverage industry - - basically to see if there were initiatives on which they could work together. As a result, she and her group have been in contact with the Northern Illinois Food Bank about ways of reaching out to seniors through a mobile food pantry. As a result, on March 6, a mobile food pantry will be at the Ken-Rock Apartments from 2:00 p.m. to 4:00 p.m.. She said that the first half hour of that time will be used exclusively for the elderly and the disabled and thereafter the mobile food pantry will be open to the public. She noted that the Chamber Program's participants and others will be volunteering their time to staff the mobile food pantry.

Alan advised the Board of a development with regard to the WCHA’s involvement in the Rental Assistance Demonstration (RAD) Program for the Housing Authority of the City of Freeport. The WCHA will be managing the Brewster Apartments and the Hosmer Apartments in Freeport under its Section 8 program as part of the RAD Program. However, he noted that HUD has recently changed the conditions so that those apartments will continue to be treated as public housing until January 2018. Nevertheless, the WCHA will be responsible for treating those

properties as if they are part of the Section 8 Program (i.e., with the responsibility for certifications, the wait list, the administrative plan, implementation, etc.) yet no Section 8 monies will be available to the WCHA until January 2018. In essence, the WCHA will be performing those services without administrative fee payments inasmuch as the properties will be treated as public housing until the January 1, 2018 date. However, Alan said that thereafter the WCHA will receive approximately \$100,000.00 per year in administrative fees from those properties once the Section 8 funds become available in 2018.

As a result of this additional work, Alan noted that the WCHA's staff is very busy and he is bringing on another part-time employee to assist with all of these various tasks. He also said that the WCHA will be revising its agreement with the Boone County Housing Authority and he will be bringing the revised agreement to the Board at the March WCHA Board meeting; the proposed changes to the agreement will result in an additional \$15,000.00 in payments to the WCHA by BCHA over the course of the next year.

Consent Agenda

A motion to approve the items on the Consent Agenda was made by Commissioner Hughes. That motion was seconded by Commissioner Ballard. The items on the Consent Agenda were approved by unanimous roll call vote of the four (4) Commissioners present with none against and three (3) Commissioners absent.

Financial Report

Finance Director Vickie Huwe noted that the WCHA had received a payment of approximately \$75,000.00 from Champion Park. This compares to last year's payment of approximately \$8,000.00. She said that these additional funds received from Champion Park will assist the WCHA with its cash flow.

Old Business

None.

New Business

None.

Commissioner Comments

None.

Executive Session

None.

Action Taken from Executive Session

None.

Adjournment

A motion to adjourn the meeting was made by Commissioner Hughes and that motion was seconded by Commissioner Ballard. The motion passed by unanimous voice vote of the four (4) Commissioners present with none against and three (3) Commissioners absent. The meeting adjourned at 5:54 p.m.

Respectfully submitted,

Alanna Conard, Recording Secretary