

**WINNEBAGO COUNTY HOUSING AUTHORITY
OCTOBER 20, 2016
REGULAR MEETING MINUTES**

Call to Order, Roll Call, Pledge of Allegiance

Chairman Wescott called the meeting to order at 5:39 p.m. Following the call to order, roll call was taken.

The following Board Members were in attendance:

Present:	Chairman Fred S. Wescott Vice Chairman Dina M. Getty Commissioner Ron Ballard Commissioner Tunaya S. M. Beaudry Commissioner Pearl Hawks
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Absent:	Commissioner James E. Hughes Commissioner Alanna D. Conard
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Also present: Executive Director Alan Zais, Assistant Executive Director Felicia Davis, Finance Director Vickie Huwe and James R. Pirages of the law firm of Hinshaw & Culbertson LLP.

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

Introduction of Guests

None.

Changes to Agenda

None.

Public Comments

None.

Executive Director's Report

Executive Director Alan Zais directed the Board's attention to the materials that were included with the Board packet, including his written report. He noted that Assistant Executive Director Felicia Davis is involved in the "Leadership Rockford" Program and highlighted the schedule contained in the Board packet. Assistant Executive Director Felicia Davis noted that the first session of the "Leadership Rockford" Program is next week and that different speakers will be presenting over the weeks of the Program. She also noted that there is a Food Planet tour in Chicago that will be held on October 28.

Alan also noted that the WCHA has been awarded a "High Performer" bonus for the Capital Funds Program.

Executive Director Alan Zais said that there is a need to provide a way to assist residents at Champion Park and in the Wescott Homes with maintaining their lawns. He noted that some residents do not have mowers or may be elderly or have financial limitations on their ability to maintain their own lawns. He indicated that the WCHA may ultimately end up being fined by the City of Rockford if the lawns are not properly maintained. He said that he would like to offer the option of the WCHA maintaining the lawn for an additional fee and that this option would be included in the lease along with provisions stating that if the resident does not choose the option and does not properly maintain the lawn, the WCHA may do so and pass along the costs to the resident. This would be a voluntary program with an option in the lease. If the resident does not choose the option, the resident must maintain the lawn or the WCHA will do so and charge the resident for those costs. The Board was in agreement with such a revision to the lease; the lease will be sent to legal counsel for review and amendment.

Commissioner Hawks noted her wish that some of the lawn mowing tasks might be performed by younger residents who have difficulty finding jobs. Both Executive Director Alan Zais and Assistant Executive Director Felicia Davis said that maybe such an initiative could be coordinated through the Section 3 Program or that a resident could be encouraged to set up a business to hire young people to assist with those tasks.

Alan said that depending upon how many residents choose this option and the number of lawns that the WCHA will maintain, such may require a modification to the WCHA's mowing services procurement in future years.

Consent Agenda

A motion to approve the items on the Consent Agenda was made by Commissioner Hawks. That motion was seconded by Vice Chairman Getty. The items on the Consent Agenda were approved by unanimous vote of the five (5) Commissioners present with none against and two (2) Commissioners absent.

Financial Report

Financial Director Vickie Huwe noted that with regard to the Section 8 Housing Assistance Program, the WCHA is now receiving a 2% margin on the HAP payments from HUD. She said that this is a positive development inasmuch as it gives the WCHA an extra 2% in HAP funds and, as a result, WCHA does not have to go back to HUD to ask for such an adjustment.

Old Business

None.

New Business

None.

Commissioner Comments

None.

Executive Session

A motion was made by Commissioner Ballard to go into Executive Session pursuant to 5 ILCS 120/2(c)(1) to consider the "appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity". That motion was seconded by Vice Chairman Getty and was approved by unanimous vote of the five (5) Commissioners present. The Executive Session commenced at 5:52 p.m. and concluded at 5:58 p.m. A motion to come out of Executive Session was made by Chairman Wescott and seconded by Commissioner Beaudry and was approved by unanimous vote of the five (5) Commissioners present.

Action Taken from Executive Session

A motion was made by Commissioner Ballard to approve a new five (5) year Employment Agreement for Executive Director Alan Zais covering the period October 1, 2016 – September 30, 2021 along with the direction to legal counsel to prepare such an Agreement subject to review, approval and signature by Chairman Wescott. That motion was seconded by Commissioner Hawks. The motion was passed by unanimous vote of all five (5) Commissioners present with none against and two (2) Commissioners absent.

Adjournment

A motion to adjourn the meeting was made by Vice Chairman Getty and that motion was seconded by Commissioner Beaudry. The motion passed by unanimous voice vote of all five (5) Commissioners present with none against and two (2) Commissioners absent. The meeting adjourned at 6:00 p.m.

Respectfully submitted,

Alanna Conard, Recording Secretary