

**BOONE COUNTY HOUSING AUTHORITY
JANUARY 19, 2018, REGULAR MEETING
MINUTES**

Call to Order, Roll Call

Allen Sisson called the meeting to order at 9:00 a.m. on January 19, 2018 at the Boone County Housing Authority (BCHA) offices, at 2036 North State Street, Belvidere, Illinois. It was noted that the following Board members were in attendance:

Present:	Chairman Allen Sisson Vice-Chairman Robert Johns Commissioner Jerrica Cole Commissioner Ray Morse Commissioner Julaine Drake
Absent:	Commissioner Ron Wait

Also present: Staff member Kristin Andrews, Christina Coon, Felicia Davis, Alan Zais.

Guests

None.

Changes to the Agenda

None.

Public Comment

None.

Public Hearing for the FY2018 Housing Choice Voucher Administrative Plan

Robert Johns moved to open the public hearing at 9:03 am. The motion was seconded by Ray Morse and approved by all commissioners present. Alan said that the hearing was advertised and that he had not received any comments and no one was present from the public. Alan said the plan did not contain any major revisions but was most to update to regulatory and statute changes and clarifications as presented in the cover pages to the board. Robert Johns moved to close the public hearing at 9:03 am. The motion was seconded by Ray Morse and approved by all commissioners present.

Executive Director Report

Alan Zais said he provided a board a written report. Alan presented the information on the intergovernmental agreement with the Winnebago County Housing Authority and requested that the amount remain unchanged based on his report that expense was within ten percent of projection and the program was expected to remain consistent though calendar year 2018. The board agreed and Allen directed Alan to prepare a fourth amendment to the Intergovernmental

Agreement. Alan noted the Family Self-Sufficiency graduates and that BCHA had one of the highest participation rates for an Illinois housing authority, and he thanked Christina Coon for her very good work on a successful program. Christina said that some of the participants have been able to purchase a home and all of them have held an excellent goals program and outcome. Ray asked what goals might be common and Christina said she had one participant with no furniture and just one used couch for ten years and was able to finally furnish her home through the program. Alan update the board on the Rockford Housing Authority and the Housing Authority of Freeport operations and that unfortunately both agencies had troubled subsystem status with their HUD grading scores.

Resolution No. 18 R 01 Approving Minutes of the December 15, 2017 Meeting

Julaine Drake moved to approve Resolution No. 18 R 01. The motion was seconded by Robert Johns and approved by all commissioners present.

Resolution No. 18 R 02 Approving the FY2018 Housing Choice Voucher Administrative Plan

Ray Morse moved to approve Resolution No. 18 R 02. The motion was seconded by Jerrica Cole and approved by all commissioners present.

Resolution No. 18 R 03 Ratifying and Affirming Adoption of a Revised and Restated Sexual Harassment Policy.

Ray Morse moved to approve Resolution No. 18 R 03. The motion was seconded by Jerrica Cole and approved by all commissioners present.

Financial Report

Alan said that Vickie was on annual leave and he was able to report that the housing authority still had cash flow issues as related to insurance and audit costs early in the calendar year and for ongoing legal expense, necessitating that payments were being made on some payables.

Ray Morse moved to approve the financial report. The motion was seconded by Julaine Drake and approved by all commissioners present.

New Business

None.

Old Business

None.

Commissioner Comments

None

Executive Session

None.

Action Take from Executive Session

None

Adjournment

Julaine Drake moved to hold the next meeting at 9:00 a.m. on February 16, 2018 at the Boone County Housing Authority office, 2036 North State Street, Belvidere, Illinois, 61008, and adjourn the meeting at 9:43 a.m. The motion was seconded by Jerrica Cole and approved by all commissioners present.

Respectfully submitted,

Recording Secretary

Commissioner _____ moved to approve these minutes, seconded by Commissioner _____

The foregoing minutes were approved by the Boone County Housing Authority on this 16th day of February, 2018.

Chairman Allen Sisson _____

Vice Chairman Robert Johns _____

Commissioner Ron Wait _____

Commissioner Ray Morse _____

Commissioner Jerrica Cole _____

Commissioner Julaine Drake _____