

**WINNEBAGO COUNTY HOUSING AUTHORITY
MARCH 21, 2019
REGULAR MEETING MINUTES**

Call to Order, Roll Call, Pledge of Allegiance

Chairman Wescott called the meeting to order at 5:30 p.m. Following the call to order, roll call was taken.

The following Board Members were present:

Present:	Chairman Fred S. Wescott Vice Chairman Dina M. Getty Commissioner Alanna D. Conard Commissioner James E. Hughes Commissioner Tasha Reddic
Absent:	Commissioner Ron Ballard

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

Executive Director Alan Zais asked that the Executive Session be moved so that some of the individual wage adjustments could be discussed in Executive Session prior to a vote on the proposed Consent Agenda. It was agreed to move the Executive Session so that it would be held immediately after the completion of the Executive Director's Report.

Public Comments

None.

Executive Director's Report

Executive Director Alan Zais and Finance Director Vickie Huwe discussed the proposed budget for the upcoming Fiscal Year. It was noted that the budget is largely formulaic based upon the prior year's numbers. Alan highlighted the revenues received from the WCHA's management of the Freeport RAD developments and from the other administrative fees that it is receiving as being helpful to the WCHA's financial position. He also noted that if WCHA is successful in its Moving to Work (MTW) application, it will make a huge difference to the WCHA's financial position.

Alan also stated that raises to staff members are set forth in the proposed budget, with certain individual adjustments to also be discussed during the Executive Session.

Alan updated the Board with regard to the Graduated Re-entry Program, noting that the Governor has established a Task Force to address employment and housing for the non-violent offenders involved in that Program. Alan added that the General Assembly has passed legislation to increase the funding for the Rental Housing Support Program (RHSP) in order to support the Graduated Re-entry Program and Alan noted his plan for the WCHA to seek as much of those additional funds as possible. Alan said that he will be making a presentation about the WCHA's Graduated Re-entry Program at an upcoming meeting in Chicago on April 1, 2019. He also stated that he plans to apply for participation in the increased funding for both the Boone County Housing Authority (BCHA) and for the work that the WCHA is performing in Freeport.

Alan addressed ongoing issues with regard to the Rockford Housing Authority (RHA). He cited to a recent issue with a property managed by the WCHA on Montrose Avenue through the Project Based Voucher Program. The tenant was near eviction by the WCHA, largely due to the inaction by the RHA with regard to her financial position. Despite her many communications with RHA, her situation was not properly handled. Alan said that he had notified the RHA Executive Director of this tenant's issues and RHA is now attempting to fix the problem -- but only after the WCHA became involved in the matter on the tenant's behalf.

Alan said that he has also spoken with representatives of other area agencies who have noted their own difficulties in dealing with the RHA (e.g., not following through with agreements, not responding to phone calls and e-mail messages, etc.).

Executive Session

A motion to go into Executive Session pursuant to 5 ILCS 120/2(c)(21) for “[d]iscussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06” and 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 against legal counsel for the public body to determine its validity” was made by Commissioner Hughes. That motion was seconded by Vice Chairman Dina Getty. The motion to go into Executive Session was approved by unanimous roll vote of the five (5) Commissioners present with none against and one (1) Commissioner absent. The Executive Session started at 5:38 p.m.

The Executive Session ended at 5:45 p.m. The motion to come out of Executive Session was made by Commissioner Hughes with that motion being seconded by Commissioner Reddic. The motion to come out of Executive Session was approved by unanimous roll call vote of the five (5) Commissioners present with none against and one (1) Commissioner absent.

Action Taken From Executive Session

A motion to approve the minutes from the Executive Session of the Board of Commissioners held on January 17, 2019 and to maintain their confidentiality pending the semi-annual review was made by Vice Chairman Getty; that motion was seconded by Commissioner Conard. That motion was approved by unanimous roll call of the five (5) Commissioners present with none against and one (1) Commissioner absent.

Consent Agenda

A motion to approve the items on the Consent Agenda was made by Commissioner Conard. That motion was seconded by Commissioner Hughes. The items on the Consent Agenda were approved by unanimous roll call vote of the five (5) Commissioners present with none against and one (1) Commissioner absent.

Financial Report

Finance Director Vickie Huwe noted that the financial position of the WCHA is looking well, despite the fact that the WCHA is owed approximately \$47,000.00 by the Boone County Housing Authority (BCHA). She noted to the management fees received from the WCHA's work in Freeport as being of assistance to the WCHA's financial position.

Old Business

None.

New Business

Executive Director Alan Zais noted the need to move the Annual Board Meeting scheduled for April. After discussion, it was decided to reschedule the Annual Meeting of the WCHA (along with that of the Winnebago Homes Association and the Champion Park entity) to Wednesday, April 24, 2019 at the usual times.

Alan also advised the Board that Commissioner Pearl Hawks had submitted her resignation from the Board effective March 20, 2019.

Commissioner Comments

Chairman Fred Wescott noted that he attended a meeting with the Editorial Board of the Rockford Register Star on March 18. During that meeting, the Rockford Register Star representatives praised the WCHA for its accomplishments and for its contributions to the community.

Adjournment

A motion to adjourn the Board Meeting was made by Vice Chairman Getty and seconded by Commissioner Reddic. The motion to adjourn the meeting was approved by unanimous voice vote of the five (5) Commissioners presents with none against and one (1) Commissioner absent. The meeting was adjourned at 5:53 p.m.

Respectfully submitted,

Alanna Conard, Recording Secretary