

CENTRAL IOWA REGIONAL HOUSING AUTHORITY
1201 SE Gateway Drive, Grimes, Iowa 50111
EXECUTIVE COMMITTEE MEETING
TUESDAY, JANUARY 17, 2023
6:00 PM
AGENDA

1. Roll Call and Approval of Agenda for Executive Board Meeting
2. Approval of the minutes from December 20, 2022
3. December 2022/January 2023 disbursements
 - A. Treasurers Report
4. Report of the Executive Director
 - A. Monthly Program Statistics December 2022 and January 2023
 - B. Monthly Portability Payments for January 2023
 - C. Monthly Banking Balances
 - D. Business Account - Staff Fund Expense Summary
 - E. Security Deposit Grant Program
5. Other Business
 - A. Financials – November 2022
 - B. Marion County Representative and Alternate Appointment
 - C. CIRHA Executive Committee Member Listing
 - D. Executive Director Recruitment
 - E. Operations Inc.
6. New Business
 - A. **RESOLUTION 22-21 RESOLUTION APPROVING INTERAGENCY AGREEMENT BETWEEN IOWA DEPARTMENT OF INSPECTIONS AND APPEALS (DIA) AND CENTRAL IOWA REGIONAL HOUSING AUTHORITY (CIRHA)**
 - i. Renew 28E Agreement with DIA to assist with HUD Investigations
7. Good of the Order

- If you are unable to attend in person, you may attend:
- By ZOOM – Meeting ID: 983 918 8147 Passcode: 957308
 - By telephone – (833) 548-0276

Please note that this Agenda may be changed up to 24 hours before the meeting time as provided by Section 21.4(2), *Code of Iowa*, in accordance with Title 11 of the Americans with Disabilities Act as it pertains to access to Public Meetings, The Executive Director of CIRHA, upon adequate notice, will make reasonable accommodation for persons with special needs. Please Contact Marcy Conner, Executive Director, at (55) 986-1882 x106 should you require assistance.

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE MEETING
TUESDAY, JANUARY 17, 2023
1201 SE GATEWAY DRIVE
GRIMES, IOWA**

Chairperson, Craig Armstrong, called the meeting to order at 6:00 p.m. These members of the Executive Committee were present:

Craig Armstrong, Chairperson
Craig Agan, Vice Chairperson
Bob Findlay, Dallas County
Bill Stammerman, Dallas County
Susan Crowdes, Madison County
Vanessa Baker-Latimer, Story County
Latifah Faisal, Story County
Kendra Wignall, Secretary

Absent:
Marvin Ostrander, Treasurer

- 1) **AGENDA** – Motion Stammerman, second by Crowdes approving the agenda as presented. Motion carried by a unanimous vote.
- 2) **MINUTES** – Motion Agan, second by Crowdes approving the December 20, 2022 minutes as presented. Motion carried by unanimous vote.
- 3) **DISBURSEMENTS** – Motion Crowdes, second by Stammerman approving December 2022 and January 2023 disbursements. Motion carried by a unanimous vote.
 - A. The Treasurer’s report was not available. Chairperson Armstrong stated no concerns on the monthly credit card statement.
- 4) **EXECUTIVE DIRECTOR REPORT**
 - A. Monthly Program Statistics for December 2022 and January 2023 presented as attached.
 - B. January 2023 Portability Payout Report presented as attached.
 - C. Bank account balances as of December 31, 2022 presented as attached.
 - D. Security Deposit Grant Program report presented as attached.
- 5) **OTHER BUSINESS**
 - A. November 2022 financials presented as attached.
 - B. Motion Faisal, second by Stammerman accepting Craig Agan as the Marion County Representative on the Executive Committee. Aye-Armstrong, Aye-Baker-Latimer, Aye-Crowdes, Aye-Faisal, Aye-Findlay, Aye-Stammerman, Abstain-Agan. Motion approved by roll call vote.
 - C. An updated Executive Committee listing was provided. Please notify the Secretary if any changes need to be made.
 - D. Motion Baker-Latimer, second by Faisal approving Chairperson Armstrong to contact the Executive Director finalist stating CIRHA’s interest in hiring, while stating the Chairperson’s need to confer with consultant Stan Quy, The Organization Leadership Edge before proceeding any further. Aye-Agan, Aye-Armstrong, Aye-Baker-Latimer, Aye-Crowdes, Aye-Faisal, Aye-Findlay, Aye-Stammerman. Motion approved by roll call vote.
 - E. The OperationsInc. contract has been fulfilled. The Executive Committee members have been presented with a final document. Much gratitude expressed to Ms. Baker-Latimer for her involvement and time spent on this process. The final documents will be presented to CIRHA’s Executive Director for future use.

6) **NEW BUSINESS**


A. RESOLUTION 22-21 APPROVING INTERAGENCY AGREEMENT BETWEEN IOWA DEPARTMENT OF INSPECTIONS AND APPEALS (DIA) AND CENTRAL IOWA REGIONAL HOUSING AUTHORITY (CIRHA)

Motion Stammerman, second by Agan approving Resolution. Aye-Agan, Aye-Armstrong, Aye-Baker-Latimer, Aye-Crowdes, Aye-Faisal, Aye-Findlay, Aye-Stammerman. Motion approved by roll call vote.

7) **GOOD OF THE ORDER**

Ms. Baker-Latimer recognized that Ms. Wignall attended a forum in Ames, Iowa for stakeholders regarding Home-ARP funding the city will be receiving.

Chairperson, Craig Armstrong, adjourned the meeting at 7:26 p.m.

 Kendra Wignall, Secretary CIRHA