

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE MEETING
TUESDAY, APRIL 17, 2018
1201 SE GATEWAY DRIVE
GRIMES, IOWA**

The Chairman, Todd Kilzer, called the meeting to order at 6:00 p.m. These members of the Executive Committee were present:

Chairman-Todd Kilzer
Marlene Stout-Vice Chairperson
Paul Thompson-Treasurer
Bill Stammerman-Dallas County
Craig Armstrong-Jasper County
Vanessa Baker-Latimer-Story County
Denyse Thompson-Madison @ 6:25 p.m.
Craig Agan-Marion County

ABSENT:
Randy Schmitz-Boone County
Jodene Allen-Tenant Advisory

GUEST:
Kendra Wignall-CIRHA employee

- 1) **AGENDA** – Motion Stammerman, second Stout to approve the Agenda as presented.
Motion carried by a unanimous vote.
- 2) **MINUTES** - Motion P. Thompson, second Baker-Latimer to approve the February 20, 2018 minutes as presented. Motion carried by a unanimous vote.
- 3) **DISBURSEMENTS** – Motion Stammerman, second Agan approving March and April 2018 disbursements. Motion carried by a unanimous vote.
- 4) **EXECUTIVE DIRECTOR REPORT**
 - A. Monthly Program Statistics for March and April 2018 were presented as attached.
 - B. Bank account balances as of 03/31/18 were presented as attached. \$296,000 Operating Subsidy recapture settlement is being held in the CIRHA Business Account.
 - C. Security Deposit Grant Program report was presented as attached.
 - D. CIRHA has collected \$3,507 of Public Housing funds and \$7,895 of Section 8 funds.
- 5) **OTHER BUSINESS**
 - A. February 2018 financials were presented as attached.
 - B. March 2018 financials were presented as attached.
 - C. Wellmark Blue Cross Blue Shield - Ms. Conner presented information on health insurance benefits offered by other Iowa agencies comparable in size to CIRHA. Following discussion on Blue Access renewal effective May 1, 2018; Motion P. Thompson, second Agan to approve health insurance renewal rates as presented. Motion carried by a unanimous vote.
 - D. All Commissioners are required to sign a *Commissioner Code of Ethics* annually. Ms. Conner will collect signed documents.

- E. CIRHA received 83/100 Public Housing Assessment System (PHAS) score for fiscal year ending September 30, 2017. Due to the agency's previous high performer status, CIRHA is subject to Small PHA Deregulation for FY 2017; this does not change high performer status.
 - F. CIRHA is in the beginning phase of a project to remodel the office reception area.
 - G. Commissioners were pleased with the training provided and the accommodations of the Commissioner Retreat held in March 2018.
- 6) **NEW BUSINESS**
- A. **RESOLUTION 18-04 RESOLUTION APPROVING AND AUTHORIZING THE WRITE-OFF OF PUBLIC HOUSING COLLECTION LOSSES AS OF 03/31/18** Motion Armstrong, second Stammerman to approve Resolution as presented. Motion carried by a unanimous vote.

The Chairman, Todd Kilzer, adjourned the meeting at 6:35 p.m. Motion Baker-Latimer, second Armstrong to adjourn meeting. Motion carried by unanimous vote.



Marcy Conner, Secretary CIRHA

**MEETING OF THE
CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE
1201 SE GATEWAY DRIVE
GRIMES, IOWA
TUESDAY, MAY 15, 2018
AMENDED
6:00 pm**

1. Roll Call and Approval of Agenda for Executive Board Meeting
2. Approval of the minutes from
 - A. Executive Committee meeting on **April 17, 2018**
3. May, 2018 disbursements
4. Report of the Executive Director
 - A. Monthly Program Statistics – April/May, 2018
 - B. Monthly Banking Balances
 - C. Security Deposit Grant
5. Other Business
 - A. April Financials
 - B. Office remodel
 - C. CIRHA By-Laws
 - D. Legislative Conference Report – Conner
 - E. NCRC Conference Report – Conner
 - F. Iowa Civil Rights
 - G. 28E Agreement discussion with City of Urbandale
 - H. Commissioner Retreat
6. New Business
 - A. RESOLUTION 18-05 RESOLUTION APPROVING AND AUTHORIZING THE RELEASE OF FAMILY SELF SUFFICIENCY FUNDS - Salgado
 - B. RESOLUTION 18-06 RESOLUTION APPROVING AND AUTHORIZING CAPITAL FUND BUDGET REVISION - IA05P13150117

*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 x26 should you require assistance.