



**MEETING OF THE
CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE
1201 SE GATEWAY DRIVE
GRIMES, IOWA
TUESDAY, APRIL 26, 2019
8:30 am**

1. Roll Call and Approval of Agenda for Executive Board Meeting
2. Approval of the minutes from
 - A. Executive Committee meeting on **March 19, 2019**
3. April, 2019 disbursements
4. Report of the Executive Director
 - A. Portability Payments for March, 2019
 - B. Monthly Banking Balances
 - C. Security Deposit Grant
5. Other Business
 - A. February Financials
6. New Business

CIRHA Annual Meeting is May 21, 2019 at 6:30 pm at the CIRHA office.

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.



**CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE MEETING
TUESDAY, MARCH 19, 2019
1201 SE GATEWAY DRIVE
GRIMES, IOWA**

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

Denyse Thompson, Vice Chairperson
Paul Thompson, Treasurer
Randy Schmitz, Boone County
Bill Stammerman, Dallas County
Craig Armstrong, Jasper County
Philip Macumber, Madison County
Craig Agan, Marion County
Vanessa Baker-Latimer, Story County (by telephone)
employee

Absent:
Marlene Stout, Chairperson
Jodene Allen, Tenant Advisory

Guest:
Kendra Wignall, CIRHA

- 1) **AGENDA** – Motion Agan, seconded by Schmitz to approve the Agenda as presented. Baker-Latimer-Naye; All others-Ayes.
- 2) **MINUTES** - Motion Schmitz, seconded by Macumber to approve the February 19, 2019 minutes as presented. Motion carried by unanimous vote.
- 3) **DISBURSEMENTS** – Motion Stammerman, seconded by Armstrong approving March 2019 disbursements. Motion carried by a unanimous vote.
- 4) **EXECUTIVE DIRECTOR REPORT**
 - A. Monthly Program Statistics for February/March 2019 were presented as attached.
 - B. March 2019 Portability Payout Report was presented as attached.
 - C. Bank account balances as of February 28, 2019 were presented as attached.
 - D. Security Deposit Grant Program report was presented as attached.
- 5) **OTHER BUSINESS**
 - A. February 2019 financials were presented as attached.
 - B. Wellmark Blue Cross Blue Shield - Motion Armstrong, seconded by P. Thompson to approve health insurance renewal rates as presented. Motion carried by a unanimous vote.
 - C. Delta Dental - Motion Armstrong, seconded by Macumber to approve dental insurance renewal rates as presented. Motion carried by a unanimous vote.
 - D. Ms. Conner presented a budget and written procedure to be followed while the office closes for CIRHA Staff to attend training at the 2019 NCRC NAHRO Conference in Omaha, Nebraska, April 16-18, 2019. Motion Stammerman, seconded by Armstrong approving Staff to attend the training and office closure. Motion carried by a unanimous vote.

P. Thompson and Agan have elected to attend the 2019 NCRC NAHRO Conference in Omaha, Nebraska, April 16-18, 2019 for the Commissioner Ethics training. The Executive Committee Retreat will be held on April 26, 2019 from 9:00 a.m. to 4:00 p.m. at the CIRHA office in Grimes, Iowa. Discussion about creating a budget to hire facilitators to present information on Employee Retirement Insurance Benefits and changes to the CIRHA By-Laws. Ms. Baker-Latimer will continue to gather quotes from qualified facilitators; the Executive Committee will approve a budget during a conference call to be scheduled in the near future.

E. The Iowa NAHRO 2019 Conference is May 15 & 16, 2019 in West Des Moines, Iowa. Some CIRHA Staff may attend along with Ms. Conner. Armstrong and Stammerman have elected to attend commissioner training at the conference.

F. Vanessa Baker-Latimer and Marcy Conner were appointed to the 2019 Nomination Committee.

6) **NEW BUSINESS**

A. The April meeting will be held at 8:30 a.m. prior to the Executive Committee Retreat on Friday, April 26, 2019.

Vice Chairperson, Denyse Thompson, adjourned the meeting at 7:17 p.m.



Marcy Conner, Secretary CIRHA