

**MEETING OF THE
CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE
CONFERENCE CALL**

Please call: (866) 576-7975

Use Code: 199435

TUESDAY, FEBRUARY 19, 2019

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 **January 15, 2019**
3. February, 2018 disbursements
4. Report of the Executive Director
 - A. Monthly Program Statistics –January/February, 2019
 - B. Portability Payments for February, 2019
 - C. Monthly Banking Balances
 - D. Security Deposit Grant
5. Other Business
 - A. January Financials
 - B. HUD Funding Availability
 - i. Section 8 Voucher
 - ii. Public Housing
 - C. Training Conferences
 - i. NCRC Conference – Omaha, NE
 - D. Staff Retreat
 - E. Board Retreat
 - F. Annual Meeting Date
 - G. Nomination Committee
6. New Business

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, JANUARY 15, 2019
1201 SE GATEWAY DRIVE
GRIMES, IOWA**

Vice Chairperson, Denyse Thompson, called the meeting to order at 6:01 p.m. These members of the Executive Committee were present:

Denyse Thompson-Vice Chairperson	Absent:
Paul Thompson-Treasurer (at 6:21 pm)	Chairperson-Marlene Stout
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)	Guest:
Jodene Allen-Tenant Advisory	Kendra Wignall-CIRHA employee

- 1) **AGENDA** - Motion Stammerman, seconded by Allen to revise the presented Agenda by moving the following items in front of Item 2; 5.G. Staff Benefit Review Committee Report and 6. New Business. Motion carried by a unanimous vote.
- 2) Staff Benefit Review (SBR) Committee Report – Memo sent to Chairperson, Marlene Stout from the Committee recommended that a Request for Qualification (RFQ) be drafted to solicited qualified firms that perform this type of data collection and research. Motion Baker-Latimer, seconded by Armstrong approving Ms. Conner to solicit RFQ's from qualified firms. Motion carried by a unanimous vote.
- 3) **NEW BUSINESS**
 - A. **RESOLUTION 19-01 RESOLUTION APPROVING AND AUTHORIZING CONTINUATION OF INTERAGENCY AGREEMENT WITH IOWA DEPARTMENT OF INSPECTION AND APPEALS**
Motion Armstrong, seconded by Schmitz to approve Resolution as presented. Motion carried by a unanimous vote.
 - B. **RESOLUTION 19-02 RESOLUTION APPROVING AND AUTHORIZING THE WITHDRAWAL OF FUNDS FROM THE SECTION 8 FAMILY SELF SUFFICIENCY ESCROW ACCOUNT-Erickson** Motion Baker-Latimer, seconded by Agan to approve Resolution as presented. Motion carried by a unanimous vote.
- 4) **MINUTES** - Motion Agan, seconded by Macumber to approve the November 27, 2018 minutes as presented. Motion carried by a unanimous vote.
- 5) **DISBURSEMENTS** – Motion Stammerman, seconded by Schmitz approving December 2018 and January 2019 disbursements. Motion carried by a unanimous vote.

6) **EXECUTIVE DIRECTOR REPORT**

- A. Monthly Program Statistics for December 2018 and January 2019 were presented as attached.
- B. January 2019 Portability Payout Report presented as attached.
- C. Bank account balances as of 12/31/18 were presented as attached.
- D. Security Deposit Grant Program report was presented as attached. Brief discussion on allocating additional funds. Due to funding uncertainty related to the Government shutdown, additional funds were not allocated from the Homeownership account to fund the Security Deposit Program.

7) **OTHER BUSINESS**

- A. October, November and December 2018 financials were presented as attached.
- B. The Government shutdown has not affected housing authority funding at this point. HUD allocated Housing Assistance Payments (HAP) and Administrative funds for January and February 2019 prior to the shutdown. Discussion on use of reserve funds held by CIRHA, if needed, to continue business in March 2019. A telephone board meeting will be scheduled during the first week of February 2019 for further discussion if the shutdown continues.
- C. CIRHA received 87/100 Public Housing Assessment System (PHAS) score for fiscal year ending September 30, 2018. Due to the agency's previous high performer status, CIRHA is subject to Small PHA Deregulation for FY 2018; the agency remains a high performer.
- D. CIRHA received a score of 100% for Section 8 Management for fiscal year ending September 30, 2018. The agency's overall performance rating is high performer.

Vice Chairperson, D. Thompson, adjourned the meeting at 6:45 p.m. Motion Stammerman, seconded by Macumber to adjourn meeting. Motion carried by unanimous vote.



Marcy Conner, Secretary CIRHA