

**MEETING OF THE  
CENTRAL IOWA REGIONAL HOUSING AUTHORITY  
EXECUTIVE COMMITTEE  
1201 SE GATEWAY DRIVE  
GRIMES, IOWA  
TUESDAY, FEBRUARY 20, 2018  
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 16, 2018**
3. February, 2018 disbursements
4. Report of the Executive Director
  - A. Monthly Program Statistics –January/February, 2018
  - B. Monthly Banking Balances
  - C. Security Deposit Grant
5. Other Business
  - A. January Financials
  - B. SEMAP Score
  - C. Commissioner Retreat
  - D. Staff Retreat
  - E. Health Insurance Renewal
  - F. Dental Insurance Renewal
6. New Business
  - A. RESOLUTION 18-02 RESOLUTION APPROVING AND AUTHORIZING THE IMPLEMENTATION OF DATA SHARING AGREEMENT – IOWA DEPARTMENT OF PUBLIC HEALTH
  - B. RESOLUTION 18-03 RESOLUTION APPROVING AND AUTHORIZING THE CONTINUATION OF INTERAGENCY AGREEMENT WITH IOWA DEPARTMENT OF INSPECTION AND APPEALS

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\*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*.

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY  
EXECUTIVE COMMITTEE MEETING  
TUESDAY, JANUARY 16, 2018  
1201 SE GATEWAY DRIVE  
GRIMES, IOWA**

The Chairperson, Todd Kilzer, called the meeting to order at 6:06 p.m. These members of the Executive Committee were present:

Todd Kilzer- Chairperson	ABSENT:
Randy Schmitz-Boone County	Marlene Stout-Vice Chairperson
Bill Stammerman-Dallas County	Paul Thompson-Treasurer
Craig Armstrong-Jasper County	Jodene Allen-Tenant Advisory
Denyse Thompson-Madison County	GUEST:
Craig Agan-Marion County	Kendra Wignall-CIRHA employee
Vanessa Baker-Latimer-Story County (by telephone conference)	

- 1) **AGENDA** – Motion D. Thompson, second Baker-Latimer to approve the Amended Agenda as presented. Motion carried by a unanimous vote.
- 2) **MINUTES** - Motion Armstrong, second Stammerman to approve the November 14, 2017 minutes as presented. Motion carried by a unanimous vote.
- 3) **DISBURSEMENTS** – Motion Schmitz, second Armstrong approving December 2017 and January 2018 disbursements. Motion carried by a unanimous vote.
- 4) **EXECUTIVE DIRECTOR REPORT**
  - A. Monthly Program Statistics for December 2017 and January 2018 were presented as attached.
  - B. Bank account balances as of 12/31/17 were presented as attached.
  - C. Security Deposit Grant Program report was presented as attached.
- 5) **OTHER BUSINESS**
  - A. Fiscal Year End September 2017 financials were presented as attached.
  - B. October, November, December 2017 financials were presented as attached.
  - C. Ms. Conner has spoken with Mr. Jim Inglis about presenting Commissioner training at a board retreat. A calendar of Mr. Inglis' availability was presented. The Executive Committee would prefer March 22<sup>nd</sup> & 23<sup>rd</sup>, 2018. Ms. Conner will contact the Hotel Pattee in Perry, Iowa and Mr. Inglis confirming availability for this date and follow up with Executive Committee members soon.
- 6) **NEW BUSINESS**
  - A. **RESOLUTION 18-01 RESOLUTION APPROVING AND AUTHORIZING THE REVISION TO THE PERSONNEL POLICY** Motion Armstrong, second Schmitz to approve Resolution as presented with stated corrections. Motion carried by a unanimous vote.

Chairperson, Todd Kilzer adjourned the meeting at 6:38 p.m. Motion Armstrong, second Agan to adjourn meeting. Motion carried by unanimous vote.



Marcy Conner, Secretary CIRHA