



BOARD OF DIRECTORS MEETING

REGULAR BOARD MEETING

1449 Jericho Circle; Aurora, IL 60506 – AHA Board Room
March 28, 2018 at 4:30 p.m.

Present: Joe Grisson III, Chairman
Meloyne Wimbley, Vice Chairman
John Aguilar, Commissioner
Shireen Long, Commissioner
Jackiey Gibson, Commissioner
Frank Johnson, Commissioner

Also Present: Maria Godinez, Interim Executive Director
Keshawn Cue, Director of Section 8
Carlos Guillen, Director of Maintenance
Anthony Stanford, Media Relations Consultant
Meghan Turley, Occupancy Specialist

The Meeting was called to order at 4:31 p.m.

AGENDA ITEMS COVERED

- Roll call
- Approval of the Minutes
- Public Comments
- Review of Financial Reports
- Review of Departmental Reports
- Old Business
- New Business
- Executive Session
- Adjournment

APPROVAL OF THE MINUTES

A motion was made by Meloyne Wimbley and seconded by Frank Johnson to approve the Minutes of the Special Meeting of February 14, 2018. Five ayes, zero nays.

A motion was made by Frank Johnson and seconded by Meloyne Wimbley to approve the Minutes of the Working Session of February 26, 2018. Five ayes, zero nays.

A motion was made by Jackiey Gibson and seconded by Meloyne Wimbley to approve the Minutes of the Regular Meeting of February 28, 2018. Five ayes, zero nays. 🌟



PUBLIC COMMENTS

There were no public comments. 🌱

FINANCIAL REPORTS

Interim Executive Director Maria Godinez stated that the agency had ended the month with a positive \$144,778 for both programs combined. There were no questions on the list of bills or credit card statement, the latter of which had been provided at the previous Monday's Working Session.

DEPARTMENTAL REPORTS

Executive Report

Maria Godinez started her report with an update on the agency's Recovery Plan. The AHA had not heard back from HUD on the approval of their Recovery Plan, but The AHA would provide HUD a progress update anyway. She then went through highlights from the completion points, such as termination of the previous HR contract, restructure of the Maintenance and Special Projects teams, and termination of the ROSS Program. There were a few questions regarding the ROSS Program, and Maria Godinez stated that tenants could still go to Property Managers for referrals for all the same services previously provided through the ROSS Program. Since the remaining money for the program is still available for use for the program until next April, the Board decided to discuss whether to return or use up the rest of the money for ROSS services at a later date before making a decision.

Next Maria Godinez mentioned that the accountants would be on site April 30th – May 2nd to conduct year-end financial audits. HUD would also be on site for two weeks beginning April 9th, the first week being the typical yearly review, and then the second week would be a quality assurance focused on the Section 8 Program.

Finally, Maria Godinez let the Board know that the Coulter Court project had started to move forward. The AHA would be providing 10 project based vouchers to the building on 104 E. Downer Place. Tenants would start receiving AHA assistance in phases beginning in May, and ending around October or towards the end of the year.

Public Housing

Caseworkers conducted 51 annual recertifications and 23 interim recertifications. Recoupments from unreported income totaled \$129. Activities at the sites included tutoring, tenant council meetings, smoking policy meetings, and Bingo nights. Meloyne Wimbley also went through a couple of the special events at the sites, including recent Easter activities.

Section 8

Keshawn Cue gave her monthly report. For February, HCV staff completed 53 annual re-examinations, 36 interims, 4 changes in unit (moves), 0 new admissions, and two portability move-in transactions. As of February 28, 2018 one family was enrolled in the FSS Program and was accruing an Escrow balance. PIC reporting rate ending February 28, 2018 was 96.63%.



Joe Grisson asked if the FSS was a grant, if it was a significant grant, and if the FSS Coordinator for Section 8 could also work as a ROSS Coordinator for Public Housing, and Keshawn Cue answered yes to all three, and emphasizing that if the coordinators for the two programs were to be the same person, then those funds would need to be applied and allocated correctly, so as not to use the wrong funding for the wrong service. 🌱

OLD BUSINESS

There was no old business to discuss. 🌱

NEW BUSINESS

Resolution 2018-03: Approval of Credit Card Policy

This Resolution exists to make changes to the existing credit card policy.

A motion was made by Meloyne Wimbley and seconded by Frank Johnson to pass Resolution 2018-03. Five ayes, zero nays.

Credit Card Use Discussion

Frank Johnson wanted to know who approved use of credit card, and Maria Godinez answered that only herself and the finance department has access to the credit card. If anyone else were to use it she would have to personally approve it and she would have to physically hand them the credit card. The warehouse employee and the finance department have access to specific store cards, such as Wal-Mart and Home Depot credit cards.

There was a brief update for Shireen Long on the planned donations for the Public Housing Customer Service Survey raffle.

Board Action on Executive Director Recruitment

The Board decided to set up the three in-person interviews for Saturday, April 7, 2018. Stan Quy is still in the process of completing background checks. AHA Attorney Jessica Kalal also gave a brief overview of types of questions the Board should not ask during interviews. 🌱

EXECUTIVE SESSION

The Board did not enter Executive Session. 🌱

ADJOURNMENT

A motion was made by Meloyne Wimbley and seconded by Jackie Gibson to adjourn the Regular Meeting. Five ayes, zero nays.

Regular Meeting adjourned at 5:19 PM. 🌱