

Warren Metropolitan Housing Authority

The Minutes from [August 21, 2020](#) Board Meeting

Chairperson Bob Alexander called the meeting to order at 9:04 AM. The August 21, 2020 meeting is being conducted using the Teams feature for a virtual meeting and telephone. Kamela Jones, HCV Manager, took Roll Call. Also present were Mary Fielder, Fiscal Manager, Bridgette Mason, PH Manager and Jacqueline Adkins, Executive Director.

Members present at Roll Call:

Bob Alexander	Present
Larry Dempsey	Absent
Lauren Cavanaugh	Present
Madelyn Coons	Present
Jade Hollon	Present

The minutes from the board meeting on **June 19, 2020** were presented a motion was made by Lauren Cavanaugh and Madelyn Coons seconded.

Members present at Roll Call:

Bob Alexander	Present
Larry Dempsey	Absent
Lauren Cavanaugh	Present
Madelyn Coons	Present
Jade Hollon	Present

Larry Dempsey logged into Teams, 9:10 AM

The Director's comments were presented by Jacqueline Adkins.

- 2019 Audit complete
- Additional COVID-19 funds
- OHFA Grants increased funds
- Addition CARES Act funds
- Coordinated Entry access points

- 2 New staff members
- Homeless Prevention funds for Region
- HCV Waiting List
- Landlord Portal
- Paychex payroll system
- REAC virtual test site
- NELROD PHA plan
- HCRP renewed

The Accounting Report was reviewed by the board for July 2020. There was a total of 85 items with 4 checks to review. Check/item # 40889 in the amount of \$36,595.11 paid to Humana was for monthly employee health insurance premiums. Check/item #40978 in the amount of \$4,228.00 paid to A E Door was for side entrance doors at Met Village. Check/item # 40982 in the amount of \$6,285.00 paid to All Drain was for repairs to the main sewer line at 394 Millard Street. Check/item # 40983 in the amount of \$1,153.20 paid to Belflex was for part time custodian.

Board reviewed the monthly cash flow statements for Public Housing, HCV and Transitions as prepared by Mary Fielder no comments.

Financial Statements were reviewed by Mary Fielder. There were no questions.

The Housing Choice Voucher Program report was prepared and reported by Kamela Jones. There were no questions.

The Public Housing report was prepared and reported by Bridgette Mason. There were no questions.

The Maintenance report was prepared and reported by Bridgette Mason. The board reviewed the report with no questions.

The CFP report was prepared and reported by Jacqueline Adkins. There were no questions.

The Transitions report was prepared and reported by Jacqueline Adkins. There were no questions.

There being no other business Lauren Cavanaugh made a motion to adjourn and Larry Dempsey seconded.

Members present at Roll Call:

Bob Alexander	Present
Larry Dempsey	Present
Lauren Cavanaugh	Present
Madelyn Coons	Present
Jade Hollon	Present

The meeting adjourned at 9:55 AM.

The next regularly scheduled meeting will be September 18, 2020 at 9:00 AM.

Motion to accept the minutes Roll Call:

Bob Alexander	Yea/Nay
Lauren Cavanaugh	Yea/Nay
Larry Dempsey	Yea/Nay
Jade Hollon	Yea/Nay
Madelyn Coons	Yea/Nay

Secretary

Chairman