

Warren Metropolitan Housing Authority

The Minutes from [January 15, 2021](#) Board Meeting

Chairperson Bob Alexander called the meeting to order at 9:00 AM. The January 15, 2021 meeting is being conducted using the Teams feature for a virtual and/or telephone meeting. 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	Absent
Jade Hollon	Present

The minutes from the board meeting on **November 20, 2021** were presented a motion was made by Lauren Cavanaugh and Jade Hollon seconded.

Members present at Roll Call:

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

The Director's comments were presented by Jacqueline Adkins.

- COVID update on staffing
- Year End Accounting has started
- Received another State Award for last year's Audit
- Waiver for extensions on COC program grants
- Subsidy request in OCEAN
- HCV HAP funded at 99% with Admin 80%
- Eviction Moratorium will be extended
- Warren County will get funds for Rental Assistance administered by County

- HUD not competing for COC Program renewals due to COVID
- Looking into FileVision for Finance module
- Water leak at Brookview repaired

The Accounting Report was reviewed by the board for [December](#) 2020. There was a total of [49](#) items with 3 checks to review. Check/item # [41494](#) in the amount of [\\$720.00](#) paid to [Bullfrog Group](#) was for [Web ex start up that was needed due to COVID for briefings and move ins.](#) Check/item #[41430](#) in the amount of [\\$2,060.00](#) paid to [All Drains](#) was for [water line blockage at 909 S. Main in Franklin.](#) Check/item # [41496](#) in the amount of [\\$1,949.98](#) paid to [Dell](#) was for [purchase of 2 more laptops due to COVID.](#)

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.

Resolution 1-21 Extension COVID Sick Policy, Lauren Cavanaugh made a motion to accept and Jade Hollon seconded

Members present at Roll Call:

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

Resolution 2-21 PHA Plan, no motion was made, board will review PHA Plan next month and vote on Resolution.

There being no other business Lauren Cavanaugh made a motion to adjourn and Jade Hollon seconded.

Members present at Roll Call:

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

The meeting adjourned at 9:46 AM.

The next regularly scheduled meeting will be February 19, 2021 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