

**WMHA Board of Commissioners
BOARD MEETING MINUTES
August 19, 2022**

The Members of the Warren Metropolitan Housing Authority Board of Commissioners met in session for the Regular Meeting at the Warren Metropolitan Housing Authority office building at 9:02 AM, on the 19th day of August 2022.

REGULAR MEETING

The Chair, Bob Alexander called the meeting to order. Kamela Jones, HCV Manager, took Roll Call. Also, present were Mary Fielder, Fiscal Manager, Gary Johnson Facilities Manager and Jacqueline Adkins, Executive Director. The roll call was taken. The following Commissioners were present:

COMMISSIONER	PRESENT	ABSENT
Bob Alexander, Chair	X	
Larry Dempsey	X	
Lauren Cavanaugh	X	
Madelyn Coons		X
Jade Hollon	X	

-No members of the public attended.

REVIEW AND APPROVAL OF BOARD MINUTES

The minutes from the Board Meeting held on **June 17, 2022**, were presented, a motion was made by Lauren Cavanaugh and Jade Hollon seconded.

Upon roll call vote, the “Ayes” and “Nays” were as follows:

COMMISSIONER	AYE	NAY	ABSTAIN
Bob Alexander, Chair	X		
Larry Dempsey			X
Lauren Cavanaugh	X		
Madelyn Coons			
Jade Hollon	X		

DIRECTOR’S COMMENTS

Before the Directors comments, Ryan Holiday, Southwest Regional Liaison, from Ohio Auditor of State office presented Mary Fielder with an Audit Award for 2021

The Director's comments were presented by Jacqueline Adkins.

- Getting information for cameras on Met Village, Brookview (additional cameras), East Ridge and Ridgeway
- Insurance claim at 40 S. River was denied because of unit being vacant more than 60 days, WMHA is appealing the decision
- WMHA is still down 3 people, 2 medical leave and 1 open position, Waiting List/FSS Specialist
- HCRP received grant renewal
- Butler Cares grant out of money, WMHA will re-allocate funds from Warren and Clermont
- Nina has been set up on OCEAN to help with reporting
- There are a couple of units in rough shape at move out, taking longer than normal, roaches and damages
- Bridges Program doesn't have their "outcome" set up yet, program started 7/2022, 26 families converted from Transitions
- Termites have been found in Met Village
- 2496 Brookview had a fire due to electrical issues with a light bulb, 2 people sent to hospital but released

REVIEW OF REPORTS

- The Accounting Report was reviewed by the board for August 2022. There was a total of 63 items with 3 checks to review. Check/item # 43056 in the amount of \$2,653.00 paid to GO Concepts Inc was for the monthly payment of IT services. Check/item #43103 in the amount of \$126.41 paid to Safeguard Business Systems was for deposit tickets for PH. Check/item #43039 in the amount of \$ 1,558.06 paid to HD Supply Facilities Maintenance was for 2 refrigerators and cleaning supplies.
- 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 by Jacqueline Adkins and reported by Jacqueline Adkins. There were no questions.
- The Maintenance report was prepared by Jacqueline Adkins and reported by Jacqueline Adkins. 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 by Nina House and reported by Jacqueline Adkins. There were no questions.

RESOLUTION NO. 5-22

WHEREAS the PH 2nd Quarter Write Offs, Larry Dempsey made a motion to accept, and Lauren Cavanaugh seconded.

Upon roll call vote, the “Ayes” and “Nays” were as follows:

COMMISSIONER	AYE	NAY	ABSTAIN
Bob Alexander, Chair	X		
Larry Dempsey	X		
Lauren Cavanaugh	X		
Madelyn Coons			
Jade Hollon	X		

ADJOURN

There being no other business, Jade Hollon made a motion to adjourn, and Larry Dempsey seconded.

Upon roll call vote, the “Ayes” and “Nays” were as follows:

COMMISSIONER	AYE	NAY	ABSTAIN
Bob Alexander, Chair	X		
Larry Dempsey	X		
Lauren Cavanaugh	X		
Madelyn Coons			
Jade Hollon	X		

The meeting adjourned at 9:46 AM.

NEXT MEETING

The next regularly scheduled meeting will be September 16, 2022, at 9:00 AM at Warren Metropolitan Housing Authorities office.

Signed:

Robert Alexander, Chair

Jacqueline Adkins, Secretary