

**WMHA Board of Commissioners
BOARD MEETING MINUTES
June 21, 2024**

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 9:08 AM, on the 21st day of June 2024.

REGULAR MEETING

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

COMMISSIONER	PRESENT	ABSENT
Bob Alexander, Chair	X	
Larry Dempsey	X	
Josh Hisle		X
Linda Baysore		X
Jade Hollon	X	

-No members of the public attended.

REVIEW AND APPROVAL OF BOARD MINUTES

The Minutes for May 17, 2024, Board Meeting were not able to be reviewed and/or approved, the 3 people that were there for May's meeting did not all show up for June. They will be presented at the next regularly scheduled meeting.

DIRECTOR'S COMMENTS

The Director's comments were presented by Jacqueline Adkins:

- Bridges, HCRP and PSH have COC renewals
- New bike trail in Lebanon will need temporary easement on a PH property
- Bureau of Workers Compensation will conduct an audit 7/15/2024 on site

- WMHA is working on the PHA plan
- RAB meeting was held 6/12/24, 3 tenants attended, the next meeting is 7/17/24. Two other tenants are interested in attending
- Revised ACOP and Admin Plan should be finished middle of July 2024
- HUD has delayed the start up of NSPIRE to 10/1/25, WMHA already uses NSPIRE instead of HQS
- Appraisals for the 2 PH properties on South River will be conducted the end of June 2024
- The Policy and Procedures were completed for PSH and Bridges, their rating numbers went up

REVIEW OF REPORTS

- The Accounting Report was reviewed by the board for May 2024. There was a total of 58 items with 3 checks to review. Check/item # 44742 in the amount of \$1,183.75 paid to Proforma Albrecht & Co. was for WMHA appeal for Maintenance and 2 items for the rest of the staff. Check/item #44762 in the amount of \$4,580.30 paid to Go Concepts Inc was for Monthly IT services. Check/item #44780 in the amount of \$2,652.00 paid to RDA Group Architects was for Architect Fees for Capital Funds
- The board reviewed the monthly cash flow statements for Public Housing, HCV, and Bridges as prepared and reported by Mary Fielder, no comments.
- Financial Statements were prepared and reported 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 Johnson. There were no questions.
- The Maintenance report was prepared and reported by Bridgette Johnson. The board reviewed the report with no questions.
- The CFP report was prepared and reported by Jacqueline Adkins. There were no questions.
- The Bridges report was prepared by Nina House and reported by Jacqueline Adkins. There were no questions.
- IPA Audit will be completed by the end of June 2024 by Zuppca.
- The maintenance department hired another person to make it fully staffed.

RESOLUTION NO. 10-24

WHEREAS the HCRP Application 2024, Larry Dempsey made a motion to accept 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		
Josh Hisle			
Linda Baysore			
Jade Hollon	X		

RESOLUTION NO. 11-24

WHEREAS the Met Village Exterior Lighting, Larry Dempsey made a motion to accept 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		
Josh Hisle			
Linda Baysore			
Jade Hollon	X		

RESOLUTION NO. 12-24

WHEREAS the Revised Policy CoC Programs, Jade Hollon made a motion to accept and Larry Dempsey seconded.

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

	AYE	NAY	ABSTAIN
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COMMISSIONER			
Bob Alexander, Chair	X		
Larry Dempsey	X		
Josh Hisle			
Linda Baysore			
Jade Hollon	X		

There was a discussion about the Salary Study for the staff, the board determined they would have a special meeting next month to discuss the findings and action needed.

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		
Josh Hisle			
Linda Baysore			
Jade Hollon	X		

The meeting adjourned at 10:00 AM.

NEXT MEETING

The next regularly scheduled meeting will be August 16, 2024, at 9:00 AM at Warren Metropolitan Housing Authorities office.

Signed:

Robert Alexander, Chair

Jacqueline Adkins, Secretary