

WMHA Board of Commissioners
BOARD MEETING MINUTES
March 15, 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 9:03 AM, on the 15th day of March 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 from the Board Meeting held on **February 16, 2024**, were presented, a motion was made by Linda Basore and Josh Hisle seconded.

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

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

DIRECTOR'S COMMENTS

The Director's comments were presented by Jacqueline Adkins:

- Year End DFS report was submitted to HUD, they conditionally accepted
- PSH Audit still a work in progress, 3 tenants may have to be removed from the PSH program
- OHAC Spring Conference will be held in Cincinnati, Ohio May 1-3, 2024
- Central Insurance had a PH annual site visit
- AP employee resigned, position is going to get different job description
- No contact with the new Auditing Company, WMHA will reach out in April if no contact made

REVIEW OF REPORTS

- The Accounting Report was reviewed by the board for February 2024. There was a total of 48 items with 2 checks to review. Check/item # 44576 in the amount of \$12,360.00 paid to BDO USA LLP was for Year End accounting fees. Check/item #44555 in the amount of \$4,497.00 paid to Nelrod Company was for Salary Survey for WMHA employees.
- The board reviewed the monthly cash flow statements for Public Housing, HCV, and Bridges as prepared by and reported by Mary Fielder, no comments.
- Financial Statements were prepared by and 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 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

RESOLUTION NO. 4-24

WHEREAS the SEMAP submission to HUD, Linda Baysore 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			
Josh Hisle	X		
Linda Baysore	X		
Jade Hollon	X		

RESOLUTION NO. 5-24

WHEREAS the Updated Records Retention, Josh Hisle made a motion to accept and Linda Baysore seconded.

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

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

ADJOURN

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

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

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

The meeting adjourned at 9:42 AM.

NEXT MEETING

The next regularly scheduled meeting will be April 19, 2024, at 9:00 AM at Warren Metropolitan Housing Authorities office.

Signed:

Robert Alexander, Chair

Jacqueline Adkins, Secretary