

**WMHA Board of Commissioners
BOARD MEETING MINUTES
October 18, 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 9:02 AM, on the 18th day of October 2024.

REGULAR MEETING

The Chair, Bob Alexander, called the meeting to order. Mary Fielder, Fiscal Director, took Roll Call. Also, present were Jacqueline Adkins, Executive Director, 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	
Linda Baysore		X
Josh Hisle	X	
Jade Hollon	X	

-Candace Miller also was in attendance.

REVIEW AND APPROVAL OF BOARD MINUTES

The minutes from the Board Meeting held on **May 17, 2024**, were presented, a motion was made by Josh Hisle and Jade Hollon seconded.

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

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

The minutes from the Board Meeting held on **September 20, 2024**, were presented, a motion was made by Jade Hollon and Josh Hisle seconded.

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

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

DIRECTOR’S COMMENTS

The Director’s comments were presented by Jacqueline Adkins:

- Candace Miller will be a newly appointed board member from the City of Mason, waiting for her official letter. She works for Warren County Economic Development
- Several properties have storm damage from 9/27/2024 – mainly roof repair and trees, still getting areas repaired
- 2025 Operating Subsidy and PHA plan have been submitted to HUD
- HCV Waiting List was opened for 3 days in September and we received over 1400 applications
- Tom Allen, Attorney, did a staff HUD diversity and Ethics training
- Warren County is sponsoring a Resource Rally which is a function for all county programs and services that benefit the entire community. WMHA will be participating today at the Warren County Fairgrounds
- Dawn Unwin, Insurance broker, had our agency out for bid for healthcare – only United Healthcare responded. Rates were not compatible for the agency so the employees will again be having individual rates (ICHRA) for 2025
- Capital funding projects of the parking lot lights and Window Replacements have begun for Amp 30 – Met Village, Deas, Sunset
- Our current IT services VC3 formerly GO Concepts contract expires May 2025 – we will not be renewing We are currently piggy backing with other housing authorities to get a new vendor in 2025

REVIEW OF REPORTS

- The Accounting Report was reviewed by the board for September 2024. There was a total of 27 items with 1 check to review. Check/item # 45010 in the amount of \$4,589.00 paid to Duke Utilities was for payment on Public Housing tenant utility allowances (UAP program). Check/item #45064 in the amount of \$16,456.00 paid to Clermont Community Services was for reimbursement for the HCRP program.
- 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 by Kamela Jones and reported by Jacqueline Adkins. 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. 17-24

WHEREAS the 17-24 HCV Payment Standards under SAFMR, Josh Hisle 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		
Linda Baysore			
Josh Hisle	X		
Jade Hollon	X		

RESOLUTION NO. 18-24

WHEREAS HCV Utility Allowance Revision, Jade Hollon made a motion to accept and Josh Hisle seconded. Upon roll call vote, the “Ayes” and “Nays” were as follows:

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

RESOLUTION NO. 19-24

WHEREAS PH Utility Allowance Chart, Josh Hisle 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		
Linda Baysore			
Josh Hisle	X		
Jade Hollon	X		

RESOLUTION NO. 20-24

WHEREAS Revise Public Housing Flat Rent, Jade Hollon made a motion to accept, and Josh Hisle seconded. Upon roll call vote, the “Ayes” and “Nays” were as follows:

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

Resolution 21-24 was tabled by the Chairman’s request until next meeting.

RESOLUTION NO. 21-24

WHEREAS the Annual Operating Budget, will be tabled until the next board meeting. The motion to table was made by Josh Hisle and seconded by Jade Hollon and upon roll call vote, the “Ayes” and “Nays” were as follows:

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

ADJOURN

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

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

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

The meeting adjourned at 10:01 AM.

NEXT MEETING

The next regularly scheduled meeting will be November 15, 2024, at 9:00 AM at Warren Metropolitan Housing Authorities office.

Signed:

Robert Alexander, Chair

Jacqueline Adkins, Secretary