

**WMHA Board of Commissioners
BOARD MEETING MINUTES
February 20, 2026**

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 20th day of February 2026.

REGULAR MEETING

The Chair, Jade Hollon, called the meeting to order. Kamela Jones, Housing Choice Voucher Manager, took Roll Call. Also, present were Jacqueline Adkins, Executive Director, and Bridgette Johnson, Public Housing Manager. The roll call was taken. The following Commissioners were present:

COMMISSIONER	PRESENT	ABSENT
Jade Hollon, Chair	X	
Josh Hisle	X	
Candace Frantzis	X	
Vacant		
Vacant		

No members of the public attended

REVIEW AND APPROVAL OF BOARD MINUTES

The minutes from the Regularly Scheduled Board Meeting held on **January 16, 2026**, were presented, a motion was made by Candace Frantzis and Josh Hisle seconded.

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

COMMISSIONER	AYE	NAY	ABSTAIN
Jade Hollon, Chair	X		
Josh Hisle	X		
Candace Frantzis	X		
Vacant			
Vacant			

DIRECTOR'S COMMENTS

The Director's comments were presented by Jacqueline Adkins:

- Water pipe burst and flooded the west side of the building for the 2nd time
- An estimate of around \$45,000 came in for the 1st flood on the west side of the building
- Brookview office is being used for PH office staff due to floods
- Software conversion will go live 4/6/2026, WMHA continues with weekly calls
- Housing side of software will be uploaded and then test part of the new system
- Trees work in the Franklin properties, AMP 20 has been completed
- Allison, fee account is working on yearend FDS
- PILOT taxes are ready to be paid
- Candace Frantzis is now an additional signer on the bank account at First Financial
- PH will have a HUD inspection March 3 & 4 for AMP 30 using NSPIRE
- PH will have a HUD inspection April 11 & 12 for AMP 20 using NSPIRE
- Bridges applicant filed lawsuit for Civil Rights violation
- Butler County Homeless Coalition is fighting amongst themselves still
- Auditor of State requested all of HCV participants Names, DOB, SSN, Address and HAP amount for November 2025, a subpoena was requested and received
- HCV is still in Shortfall; HUD's budget was approved with a 2.74 inflation for 2026

REVIEW OF REPORTS

- The Accounting Report was reviewed by the board for January 2026. There was a total of 59 items with 3 checks to review. Check/item # 46157 in the amount of \$2,690.00 paid Aspen Grove Apartments was for Rent for HCRP. Check/item #46147 in the amount of \$8,457.75 paid to Home Depot Credit Services was for maintenance supplies. Check/item #46181 in the amount of \$1814.80 paid Robert Half Inc was for temporary accounting person.
- The board reviewed the monthly cash flow statements for Public Housing, HCV, and Bridges as prepared by and reported by Jacqueline Adkins, no comments.
- Financial Statements were prepared by and reviewed by Jacqueline Adkins. 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. 4-26

WHEREAS the Write off for Bad Debt for Public Housing, Candace Frantzis made a motion to accept and Josh Hisle seconded.

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

COMMISSIONER	AYE	NAY	ABSTAIN
Jade Hollon	X		
Josh Hisle	X		
Candace Frantzis	X		
Vacant			
Vacant			

RESOLUTION NO. 5-26

WHEREAS the 2025 submission of SEMAP, Josh Hisle made a motion to accept and Candace Frantzis seconded.

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

COMMISSIONER	AYE	NAY	ABSTAIN
Jade Hollon	X		
Josh Hisle	X		
Candace Frantzis	X		
Vacant			
Vacant			

RESOLUTION NO. 6-26

WHEREAS the Revised Job Descriptions, Candace Frantzis made a motion to TABLE and Josh Hisle seconded.

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

COMMISSIONER	AYE	NAY	ABSTAIN
Jade Hollon	X		
Josh Hisle	X		
Candace Frantzis	X		
Vacant			
Vacant			

Motion was TABLED to next Board Meeting

RESOLUTION NO. 7-26

WHEREAS the Disposition of Public Housing Property, Candace Frantzis made a motion to accept and Josh Hisle seconded.

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

COMMISSIONER	AYE	NAY	ABSTAIN
Jade Hollon	X		
Josh Hisle	X		
Candace Frantzis	X		
Vacant			
Vacant			

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
Jade Hollon	X		
Josh Hisle	X		
Candace Frantzis	X		
Vacant			
Vacant			

The meeting adjourned at 9:55 AM

NEXT MEETING

The next regularly scheduled meeting will be on March 20, 2026, at 9:00 AM at Warren Metropolitan Housing Authorities office.

Signed:

Jade Hollon, Chair

Jacqueline Adkins, Secretary