

**WMHA Board of Commissioners
BOARD MEETING MINUTES
January 16, 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 9:08 AM, on the 16th day of January 2026.

REGULAR MEETING

The Chair, Jade Hollon, called the meeting to order. Jacqueline Adkins, Executive Director, took Roll Call. Also, present were Bridgette Johnson, Public Housing Manager and Gary Johnson, Facilities 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 **November 21, 2025**, 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			

Kamela Jones, HCV Manager, arrived at 9:18.

DIRECTOR'S COMMENTS

The Director's comments were presented by Jacqueline Adkins:

- Year-end process started with Fee Accountant
- HCV is still in short fall, received \$65,000 for 2025
- Mainstream is still in short fall, received \$13,000 for 2025
- WMHA is fully using the multifactor authorization for internet
- PSH Grant ended 11/30/25 \$14,00 not spent
- Accounting is working on 1099
- Short on Board Members, missing from Mason and Warren County Probate Court

REVIEW OF REPORTS

- The Accounting Report was reviewed by the board for December 2025. There was a total of 65 items with 3 checks to review. Check/item # 46114 in the amount of \$14,804.00 paid Clermont County Community Services was for staffing reimbursement. Check/item #46104 in the amount of \$10,241.88 paid to Home Depot Credit Services was for maintenance supplies. Check/item #46110 in the amount of \$5,168.00 paid Thomas B Allen was for Legal services
- 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. 1-26

WHEREAS the 4th Quarter Bad Debt for Public Housing, 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. 2-26

WHEREAS the Cybersecurity Policy 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		

RESOLUTION NO. 3-26

WHEREAS the check signer will be added, 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			

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 9:46 AM

NEXT MEETING

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

Signed:

Jade Hollon, Chair

Jacqueline Adkins, Secretary