

**BOONE COUNTY HOUSING AUTHORITY
SEPTEMBER 17, 2021, REGULAR MEETING
MINUTES**

Call to Order, Roll Call

Chairman Allen Sisson called the meeting to order at 9:05 a.m.

Following the call to order, roll call was taken.

The following Board members were present:

Present:	Chairman Allen Sisson Commissioner Ray Morse Commissioner Jen Jacky Commissioner Ron Wait Commissioner Elsie Brown
Absent:	Vice Chairman Robert Johns Commissioner Julaine Drake

Also present: Staff members Deb Alfredson. Staff members Alan Zais, Vickie Huwe and Kristin Andrews attended telephonically.

Introduction of Guests

None.

Changes to the Agenda

None.

Public Comment

None.

Public Hearing of the Civil Rights Certification

Ray Morse moved to open the public hearing. The motion was seconded by Ron Wait and approved by all commissioners present.

Alan Zais said that the housing authority is required to submit an annual Civil Rights Certification that must be made available for public hearing and comment. Alan said that the HUD waivers waived this requirement for 2021, but that the HUD Portfolio Manager for BCHA had requested it be done. Alan said it was a simple document to prepare and so he provided it for approval to the board at the 08/19/21 regular board meeting to meet the HUD submission request. The Public Hearing was set for the regular 09/17/21 board meeting so that the notice could be published for 45 calendar days for the public. Alan said that the housing authority had not received any comments and that no one from the public was in attendance.

Ray Morse moved to close the public hearing. The motion was seconded by Ron Wait and approved by all commissioners present.

Executive Director Report

Alan said that a Winnebago County Housing Authority (WCHA) employee has shown flu symptoms and then tested positive for the COVID-19 virus on the previous afternoon, 09/16/21. Alan said that the only exposed BCHA staff included himself, Vickie and Kristin. The four of them had taken the rapid response test which showed a negative result, but that it needed a follow up test scheduled for Sunday, 09/19/21. Alan said that to be properly cautious and protect everyone's health, Alan, Kristin and Vickie needed to attend the 09/17/21 board meeting by Zoom.

Alan Zais noted that he had provided a written report to the board and that he had nothing further to add..

Resolution No. 21 R 17, "Resolution Approving the Minutes of the July 16, 2021 Regular Meeting of the Board of Commissioners"

Jen Jacky moved to approve Resolution No. 21 R 17. The motion was seconded by Elsie Brown and approved by all commissioners present.

Financial Report

Vickie said that the 08/2021 financials were in the board packet. She said that the housing authority was now in the final month of the fiscal year with \$8,500 needed to get out of the negative, and that the housing authority was at \$6,500 as of 09/17/21. Vickie noted the numbers under the Unrestricted Net Asset (UNA) which was the program administrative funding.

Allen asked if the legal bills had been paid, and Vickie said they had been all paid. She said that BCHA was not paying the six month deferred WCHA management fees and that it was proceeding very well.

Ray Morse moved to accept the financial report. The motion was seconded by Ron Wait and approved by all commissioners present.

Old Business

None.

New Business

Jen Jacky said that the Boone County Board of Health was presented CARES Act funds and that she would get more information to Alan. She said that there were five priority groups county-wide. Alan said that he and Kristin had met on 09/15/21 with the Belvidere police and the parole program to discuss the Mainstream vouchers and the Rental Housing Support Re-Entry voucher program.

Commissioner Comments

None.

Executive Session

None.

Action Take from Executive Session

None.

Adjournment

Elsie Brown moved to hold the next meeting at 9:00 a.m. on October 15, 2021 at the Boone County Housing Authority office, 2036 North State Street, Belvidere, Illinois, 61008, and adjourn the meeting at 9:23 a.m. The motion was seconded by Ray Morse and approved by all commissioners present.

Respectfully submitted,

Recording Secretary

Commissioner _____ moved to approve these minutes, seconded by Commissioner _____

The foregoing minutes were approved by the Boone County Housing Authority on this 15th day of October, 2021.

Chairman Allen Sisson _____

Vice Chairman Robert Johns _____

Commissioner Ron Wait _____

Commissioner Ray Morse _____

Commissioner Julaine Drake _____

Commissioner Elsie Brown

Commissioner Jen Jacky
