

MINUTES
KENDALL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
February 26, 2013

The February 26, 2013 Board of Commissioners meeting of the Kendall Housing Authority (KHA) was held in the Kendall County Health Department, 2nd floor Conference Room, 811 West John Street, Yorkville, IL

In Attendance: KHA Commissioners Jim Dirst, Matt Prochaska and Tom Grant.

Also present were Executive Director Deborah L. Darzinskis and Compliance/Quality Control Manager Lisa Howe.

1. CALL TO ORDER

Chairman Jim Dirst called the meeting to order at 8:00 a.m.

2. ROLL CALL AND CERTIFICATION OF QUORUM

A roll call showed that three Commissioners were present, a quorum of the membership.

3. PUBLIC COMMENT

There was no Public Comment made at the meeting.

4. APPROVAL OF BOARD MINUTES FROM January 25, 2013

A motion was made by Commissioner Grant and seconded by Commissioner Prochaska to approve the minutes of January 25, 2013. The motion carried by unanimous vote, all "aye".

5. NEW BUSINESS

- Resolution 2013 – 04 Approval of annual SEMAP Submission to HUD

Deb presented the Kendall Housing Authority Section 8 Management Assessment Program (SEMAP) Certification. This is a self-assessment that the PHA completes on 14 performance indicators over the last fiscal year, which was 1/1/12 – 12/31/12. For 2011, KHA received a final score of 20 points which placed the agency into a Troubled Rating. With new processes and procedures implemented after July 2012, the PHA has now given a self-assessment score of 60 points. Discussion followed on the improvement and how the Authority continues to improve on the indicators. Deb said there will be a confirmatory review by HUD to verify our results. In addition, a plan of correction will be required and the management team members will be involved in its completion. A motion was made by Commissioner Prochaska and seconded by Commissioner Grant to approve the 2012 SEMAP submission. The motion carried by unanimous vote, all "aye".

- Requirement of 5th member of the KHA Board

Deb reported that due to the size of the Kendall Housing Authority it is not a requirement that the 5th member be a current voucher holder when the total vouchers is fewer than 300. Therefore, this seat may be filled as others have been in the past. Commissioner Prochaska discussed the option to increase the board size from five members to seven if a new Legislative Bill is passed. It was decided to move forward with filling the 5th spot and then revisit at a later time increasing the size.

- Resident Advisory Board

Deb said she did confirm that the Kendall Housing Authority does need to reconvene a Resident Advisory Board. Michelle Ross is the Certification Specialist for KHA and has been asked to identify potential tenants who may be interested in joining this Advisory Board. It is up to the Housing Authority to identify the needs of the area and how many members would provide a good representation of the voucher holders in Kendall County. Discussion followed on scheduling a separate meeting to discuss further.

- Listing of Subsidized Housing Development Sites

Discussion followed on a conversation Commissioner Dirst had regarding a new HUD grant to create non-smoking apartments throughout the county. He asked if there was a list of subsidized housing development sites with the number of vouchers within each site. Deb said she is not aware of anything at this time for the entire Kendall County. She indicated that this list would be beneficial to those in the community and will check with other agencies to see if anything has been created.

- Review of By-Laws

It was suggested that the By-Laws be reviewed and it was identified that there is a Policy and Operations Committee that would complete this task. No dates have been set to begin this task; but it was decided that it should occur sometime in 2013.

6. EXECUTIVE SESSION

A motion was made by Commissioner Grant and seconded by Commissioner Prochaska to move into executive session. The motion carried by unanimous vote, all "aye".

At the conclusion of the session, a motion was made by Commissioner Grant and seconded by Commissioner Prochaska to return to Open Session. The motion carried by unanimous vote, all "aye".

7. ADJOURNMENT

A motion was made by Commissioner Grant and seconded by Commissioner Prochaska to adjourn the meeting at 8:33 a.m. The motion was approved by unanimous vote, all "ayes".

Respectfully Submitted,
Lisa A. Howe
Compliance/Quality Control Manager