

**MINUTES OF MEETING OF DECATUR HOUSING AUTHORITY
OF THE CITY OF DECATUR, ILLINOIS**

Regular Meeting

The Board of Commissioners of Decatur Housing Authority met in regular session at the Don F. Davis Center, 1808 East Locust Street, Decatur, Illinois at 3:30 p.m. on Thursday, May 10, 2018.

Chairperson Campbell-Hein called the meeting to order and upon a call of the roll, those present (all attended in person) and absent were as follows:

Present: Lisa Campbell-Hein, Chairperson
Jenny Sykes, Commissioner
William Gosch, Commissioner
James E. Alpi, Secretary-Treasurer
James A. Jankowicz, Legal Counsel

Absent: Shad Etchason, Vice Chairman
Shelith Hansbro, Commissioner

There being a quorum present and the meeting duly convened, opening ceremonies were conducted with the reciting of the pledge of allegiance and business was transacted as follows:

Chairperson Campbell-Hein presented the Open Time of the agenda. Mike Peoples, the BA for the Teamsters was introduced. Mr. Peoples had no comment. The board welcomed him.

Chairperson Campbell-Hein presented the Minutes from the Regular Meeting of April 12, 2018. Commissioner Sykes moved to accept the Minutes as presented. Commissioner Gosch seconded the motion.

Hearing no comment, Chairperson Campbell-Hein called for a roll call vote to accept the minutes as presented. All voted "Aye" except Commissioner Sykes who abstained. The motion carried.

Chairperson Campbell-Hein presented the Minutes from the Closed Session of April 12, 2018 Part I. Commissioner Sykes moved to accept the minutes as presented. Commissioner Gosch seconded the motion.

Hearing no comments, Chairperson Campbell-Hein called for a roll call vote to accept the minutes as presented. All voted "Aye" except Commissioner Sykes who abstained. The motion carried.

Chairperson Campbell-Hein presented the Minutes from the Closed Session of April 12, 2018 Part II. Commissioner Sykes moved to accept the minutes as presented. Commissioner Gosch seconded the motion.

Hearing no comment, Chairperson Campbell-Hein call for a roll call vote to accept the Minutes as presented. All voted "Aye" except Commissioner Sykes who abstained. The motion carried.

Chairperson Campbell-Hein presented the Rent Roll/L&O Summary Report for the month of April 2018. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

May 10, 2018

Terri Goodman reported occupancy is 98%. We had another good month.

Hearing no further comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Chairperson Campbell-Hein presented the Housing Choice Voucher Program Occupancy report for the month of April 2018. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Brenda Kraus reported the numbers are going up slowly.

Hearing no further comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Chairperson Campbell-Hein presented the Wabash Crossing Occupancy Report for the month of April 2018. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Mr. Alpi reported there is no change in occupancy. Phase I is still losing occupancy and is now down to 52%.

Hearing no further comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Chairperson Campbell-Hein presented the General Fund Check Register Report for the month of April 2018. Commissioner Sykes moved to receive and file the report and Commissioner Gosch seconded the motion.

Hearing no comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Chairperson Campbell-Hein presented the Financial Reports for the period through the end of March 2018. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Terri Goodman, Finance Director, reported this report is the pre-closeout report and overall they are at 5 months reserves.

Hearing no further comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Chairperson Campbell-Hein presented the following resolution for Commissioners' consideration and approval:

RESOLUTION NO. 18-18

AUTHORIZING AND APPROVING THE SUBMISSION OF A SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM CERTIFICATION FOR THE FISCAL YEAR ENDING MARCH 31, 2018

WHEREAS, the Department of Housing and Urban Development requires under 24 CFR 985, 101 that Housing Authorities certify certain Performance Indicators within the Section Eight Management Assessment Program (SEMAP), and

WHEREAS, this certification process requires the involvement, understanding and authorization by the Board of Commissioners preparatory to submitting said Certification to HUD, and

May 10, 2018

WHEREAS, staff has prepared and presented to the Board a review of the fifteen (15) HUD indicator categories in the format required by HUD for electronic submission; now, therefore,

BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF THE DECATUR HOUSING AUTHORITY OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That the HUD internet document as attached to this Resolution and representing required information through the fiscal year ending March 31, 2018, be authorized for execution by the Chairperson of the Board of Commissioners and the Authority's Executive Director.

Section 2. That the Executive Director is instructed to submit this Certification and any other relevant documentation to the Department of Housing and Urban Development by no later than May 31, 2018.

Commissioner Sykes moved to accept the resolution as presented. Commissioner Gosch seconded the motion.

Brenda Kraus stated this is the annual report for the Section 8 Program. There is only one indicator that will have a low score. Indicator number 14 is in regards to the FSS participation. Originally we had 50 slots for the Family Self Sufficiency program. We have graduated 30 so that leaves 20 slots to fill and we currently have 11 enrolled. Tenants are hesitant to enroll in the program because they don't want to lose their assistance. Mr. Alpi further stated we don't have a dedicated staff person to administer this so it is difficult for the leasing clerks to administer this while they are also keeping the leasing numbers up.

Hear no further comments, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Chairperson Campbell-Hein presented the following resolution for Commissioners' consideration and approval:

RESOLUTION NO. 18-19

AUTHORIZING ENTERING A MEMORANDUM OF UNDERSTANDING WITH ONE STOP OPERATORS (OSO) FOR A WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) ONE STOP DELIVERY SYSTEM

WHEREAS, the Workforce Innovation and Opportunity Act (WIOA), legislation has created a requirement for creation of a One Stop Delivery System for training and employment services, and

WHEREAS, fourteen types of entities are mandated to participate as One Stop Operators (OSOs), and

WHEREAS, HUD funded employment and training programs such as DHA's ROSS Program are mandated participants, and

WHEREAS, DHA has long participated with, and referred residents to Workforce, RCC, and
May 10, 2018

other service providers in the OSOs, and

WHEREAS being a partner in the One Stop Service System requires a minimum participation equivalent to 25% of one full time employee, (25% FTE), and financial contribution for operating costs commensurate with the FTE participation, and

WHEREAS, the Authority may use unutilized funds for resident training and activities for these purposes, now, therefore,

BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF THE DECATUR HOUSING AUTHORITY OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That the Decatur Housing Authority execute a Memorandum of Understanding as a partner in the Workforce Innovation Opportunity Act One Stop Delivery System.

Section 2. That an annual payment of \$5,610.00 to the OSO partnership is authorized.

Section 3. That the Executive Director or designee is authorized to execute all necessary documents.

Commissioner Sykes moved to accept the resolution as presented. Commissioner Gosch seconded the motion.

Mr. Alpi explained that congress passed the Workforce Innovation and Opportunity Act to create a one stop approach to service delivery. Our participation is mandatory because our ROSS Program funded by HUD included training opportunities. DHA's allocated share is \$5,610.00 per year based on 25% FTE participation. Mr. Alpi stated we are investigating what funds could be eligible to pay for this.

Hearing no further comments, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye", the motion carried.

Chairperson Campbell-Hein presented the following resolution for Commissioners' consideration and approval:

RESOLUTION NO. 18-20

AUTHORIZING AND APPROVING AMENDMENT NO. 2 TO THE AGREEMENTS BETWEEN THE DECATUR HOUSING AUTHORITY AND TEAMSTERS UNION LOCAL NO. 916 REPRESENTING MAINTENANCE PERSONNEL AND CLERICAL PERSONNEL

WHEREAS, the Authority has separate agreements between DHA and Teamsters Local 916 for the maintenance employees and for the clerical employees, and

WHEREAS, said agreements are valid through March 31, 2020 subject to negotiations of compensation (applicable base adjustment) for the period after March 31, 2018, and

WHEREAS, the Bureau of Labor Statistics has established the Consumer Price Index (CPI) inflation rate for the period March 2017 through March 2018 as approximately 2.36%, and

May 10, 2018

WHEREAS, the Authority has identified fund sources to allow approximately 3% increase in compensation in the form of health insurance benefits, and

WHEREAS, the Authority has reached agreement with Teamsters Local 916 to adjust compensation in the form of health insurance benefits as shown on the attached Amendment No. 2 to each agreement with said agreements to remain in place for 2 years; now, therefore,

BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF THE DECATUR HOUSING AUTHORITY OF THE CITY OF DECATUR, ILLINOIS:

- Section 1. That Amendment No. 2 to the Agreements(s) between the Decatur Housing Authority and Teamsters Union Local No. 916 as attached is authorized and approved.
- Section 2. That the total increase in employee compensation including premiums for health insurance be as stated in Amendment No. 2.
- Section 3. That similar adjustments be made to health insurance benefits for non-administrative staff including the Executive Director.
- Section 4. That the Executive Director or designee is authorized to execute all necessary documents.

Commissioner Sykes moved to accept the resolution as presented. Commissioner Gosch seconded the motion.

Mr. Alpi stated we have a 5 year agreement with the bargaining units. One for the clerical workers and one for the maintenance staff. There is an annual re-opener for compensation. We have had discussions with the members to propose continued health care costs paid by the Housing Authority for employees in lieu of increased compensation and offered various options for the health plan they prefer. This amendment will be for two years. If the board approves this the salaries will remain the same for two years and the health care costs will continue to be paid by the Housing Authority for employees for the coverage they vote for. The union members still have to ratify the amendments. Chairperson Campbell-Hein asked why the members have not expressed their preference. The BA feels there is just confusion about the coverage and how it works. Jim Jankowicz stated it really doesn't matter why there has not been a vote and feels the BA is capable of providing the bargaining units with guidance from the discussions here today. Chairperson Campbell Hein asked if we are looking to approve today so there is not lapse in coverage. Mr. Alpi stated yes we are asking you to approve contingent upon ratification by the members.

Hearing no further comments, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye", the motion carried.

Hearing no further comments, Chairperson Campbell-Hein called for a motion to go into closed session to discuss probable or imminent litigation against, affecting, or on behalf of the public body pursuant to 5 ILCS 120/2 (c) (11). Commissioner Sykes moved and Commissioner Gosch seconded the motion to go into closed session to discuss probable or imminent litigation against, affecting, or on behalf of the public body pursuant to 5 ILCS 120/2 (c) (11).

Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried. The board entered closed session at 4:31 p.m.

The board returned to open session at 4:52 p.m.

Old and New Business

Mr. Alpi asked for consideration by the board to change the meeting date for the July meeting to accommodate a schedule conflict. The board agreed to look at their calendars and let him know at the June meeting.

There was further discussion about the health insurance and about the discussions with the bargaining units.

Chairperson Campbell-Hein stated there was no further business to come before the Board. Commissioner Sykes moved to adjourn and Commissioner Gosch seconded the motion. Upon a call of the roll, the Commissioners voted as follows:

Commissioner Sykes, "Aye",
Commissioner Gosch, "Aye", and
Chairperson Campbell-Hein, "Aye".

The motion carried unanimously. The meeting adjourned at 5:01 p.m.

(ATTEST)

Chairperson Campbell-Hein

Secretary-Treasurer

May 10, 2018