

**BOONE COUNTY HOUSING AUTHORITY
SEPTEMBER 19, 2024, REGULAR MEETING
MINUTES**

Call to Order, Roll Call

Chairman Allen Sisson called the meeting to order at 9:00 a.m.

Following the call to order, roll call was taken.

The following Board members were present:

Present:	Chairman Allen Sisson Commissioner Ron Wait Commissioner Michelle Schwartz Commissioner Jen Jacky Commissioner Jimmeka Wilson Commissioner Ray Morse
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Absent:	Vice Chairman Robert Johns
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Also present: Staff members: Alan Zais, Deb Alfredson, Vickie Huwe, and Kristin Andrews.

Introduction of Guests

No Guests were present.

Changes to the Agenda

None.

Public Comment

None.

Executive Director Report

Alan Zais provided a written report to the board. Alan said that at the 09/17/2024 Rockford Apartment Association meeting, a number of landlords spoke favorably of Kristin Andrews and her team, and said they would prefer to work with her and her team with their Section 8 programs. Alan also thanked Kristin for making our programs look so good for landlords, which helps families and our communities. Alan also said he had given a history of the Section 8 program to RAA, and recounted it for the board.

Resolution

- I. Resolution No. 24 R 16 “*Resolution Approving the Minutes of the August 16, 2024 Regular Meeting of the Board of Commissioners*”

Ray Morse moved to approve Resolution No. 24 R 16. The motion was seconded by Michelle Schwartz and approved by all commissioners present.

- II. Resolution No. 24 R 17 “*Resolution Approving the Write-Off of \$5,544.00 as a Collection Loss*”

Kristin said this was the result of unreported income. Vickie said it goes into bad debt and that options remained for the amount to be collected from the State Income Tax program or if the person should every work for the state.

Jen Jacky moved to approve Resolution No. 24 R 17. The motion was seconded by Michelle Schwartz and approved by all commissioners present.

Financial Report

Vickie noted that she had provided a written report to the board. Vickie said the auditor was at Winnebago County Housing Authority (WCHA) the prior week and took the opportunity to also look at the BCHA expenses and participant file testing, which were all okay. Vickie said the report should be ready for the board in December or January. Vickie also reported that she did not have to ask HUD for any money for the Mainstream Voucher program. Alan expressed disappointment that BCHA was subject to the second HUD offset and that the appeal process was not applicable.

Old Business

None.

New Business

None.

Commissioner Comments

Staff explained the Fair Market Rent and Payment Standards to board inquiries. Alan discussed the WCHA Direct Rental Assistance program as part of its Moving to Work (MTW) program to keep the board aware.

Executive Session

None.

Action Take from Executive Session

None.

Adjournment

Ron Wait moved to hold the next meeting at 9:00 a.m. on October 18, 2024, at the BCHA Office, 2036 North State Street, Belvidere, Illinois, 61008, and adjourn the meeting at 9:40 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
18th day of October 2024.

Chairman Allen Sisson _____

Vice Chairman Robert Johns _____

Commissioner Ron Wait _____

Commissioner Ray Morse _____

Commissioner Jen Jacky _____

Commissioner Jimmeka Wilson _____

Commissioner Michelle Schwartz _____