

**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
TUESDAY, MAY 28, 2024 - 5:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Monday, May 28, 2024, at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. This meeting was held in person and via Zoom (telecommunication) and was called to order at 5:00 p.m.

Commissioners Present:

Chairman Tim Schweizer
Commissioner Dan Long
Commissioner Luckist Turner
Commissioner Joshua Johnson

Staff Present:

P	Dr. Jackie Newman	Executive Director
P	Melissa Huffstedtler	Deputy Director
P	Wendy Mendenhall	Director of Human Resources
P	Michelle Sergent	Director of Finance
A	Troy Boyer	Director of Mod/Dev
A	Sarah Wallman	Director of Self-Sufficiency Programs
P	Karen Cliburn	Budget Manager
A	Stacy Huebsch	Finance Manager
A	Kylie Jackson	Asset Manager
A	Kelly Brown	Asset Manager
A	Latina Faulker	HCV Manager
A	Adrienne Kipp	ROSS Coordinator
A	Ligia Anderson	Contract Administrator
P	Alan Brinkoetter	Construction Manager
P	Samantha Bobor	Giffin Winning Cohen & Bodewes (Attorney)
P	Evonite Smith	Executive Assistant
P	Dorothy Barnes	SHA Inspector
P	Tiwanina Bardwell	PH Program Integrity Specialist
P	Rikki Williams	FSS Specialist
P	Trina Dunbar	Landlord
P	Yvonne Ollea	Landlord

CHAIRMAN'S REMARKS

Chairman Schweizer called the meeting to order at 5:00 p.m. and gave open nominations for the Board Officers Meeting. The nominations for Chairperson were Tim Schwizer, Vice Chairperson Dan Long, Nomination for Secretary Luckist Turner, Treasurer Joshua Johnson Nominations, and Assistant Secretary Evonite Smith. Following that, Director Dr. Jackie L. Newman took over the meeting.

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Turner

DISCUSSION: None.

VOTES IN FAVOR: ALL
VOTES AGAINST: NONE

EXECUTIVE DIRECTOR'S REMARKS

Director Dr. Jackie L. Newman stated that we are moving forward with the Brandon redevelopment, and we've been talking about it for probably the last two years, at least longer. We are interested in conversing with Faith Temple to expand the landscape there. We're starting to do paperwork and just starting to do some of the initial things that will start us moving down the path to converting this to RAD. We probably won't have all the financing pieces until winter. Due to many regulatory changes with HUD, we are getting ready to move from the information system that we currently use to a new system called PIC to a system called HIP Housing Information.

Madison Park Place is looking good. We are helping families move at any time, and our housing choice voucher waiting list closes today. We have over 6,000 names on the list, so we need to work through those names. New inspectors are getting acclimated to housing choice voucher operations, so we need to stabilize HCV work through the waiting list and get families moving on to the program.

We congratulate Chairperson Tim Schweizer on 50 years in the radio broadcasting industry. We want to present you with a little something and some special snacks to share after the meeting.

APPROVAL OF PAST MEETING MINUTES

April 22, 2024

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Turner

DISCUSSION: None.

VOTES IN FAVOR: ALL
VOTES AGAINST: NONE

RESOLUTIONS AND BOARD ACTION

RESOLUTION #3610 – APPROVING A CONTRACT WITH WHITENER AND SONS CONSTRUCTION TO INSTALL FLOORING IN VACANT UNITS NOT TO EXCEED \$25,000.00 (TWENTY-FIVE THOUSAND DOLLARS) PER CONTRACT YEAR

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Johnson

DISCUSSION: Michelle stated we are in the vacant unit process; that's the beta units in all developments and all amps. We have a process of flooring. We first of all go in test for asbestos. It's hot. It's debated. If it's not, then we move forward. We put out an RFP. The information is there. He was the lowest and most responsible bidder, and we're asking for the Board's approval; we have used him before. He was a long-time employee of Springfield Housing Authority. So he's aware of our units, and he's also aware of the process. Because of the public housing unit turnaround, a skim coding process is pretty essential for the tile to last longer than standard installation would, and he does a great job with that.

VOTES IN FAVOR: ALL
VOTES AGAINST: NONE

RESOLUTION #3611 – APPROVING AN AGREEMENT FOR THE PURCHASE OF HEALTH INSURANCE, DENTAL, AND VISION COVERAGE FROM BLUE CROSS/BLUE SHIELD FOR ONE (1) YEAR WITH UP TO FOUR (4) ONE (1)-YEAR RENEWALS BEGINNING JULY 1, 2024

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Johnson

DISCUSSION: Michelle stated that Springfield Housing Authority provides health insurance through response care. After reviewing several proposals, they decided to stay with Blue Cross Blue Shield because it is a healthy group and has some younger participants than it has in the past. This contract runs from July 1 to June 30, 2024, and there are renewals each year. It's almost \$30,000, saving, so their savings go to the employees and the agency.

VOTES IN FAVOR: ALL
VOTES AGAINST: NONE

RESOLUTION #3612 – APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF SPRINGFIELD THROUGH THE SPRINGFIELD POLICE DEPARTMENT FOR THE PURPOSE OF FUSUS REGISTRY FOR FIVE (5) YEARS

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: Michelle stated that we signed a Memorandum of Understanding with the Springfield Police Department to use their equipment to monitor the housing authority's properties. This will help protect the residents and the officers and cost the housing authority nothing.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #3613 – APPROVING A DATA USE AND NONDISCLOSURE AGREEMENT WITH ABT GLOBAL LLC FOR THE PURPOSE OF EVALUATING THE MOVING-TO-WORK EXPANSION ASSET-BUILDING COHORT

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: Melissa stated that we're a part of the Move to Work expansion group through the US Department of Housing and Urban Development, and we're trying to help our public housing residents increase their credit scores. A formal study was conducted using the HUD Act, and old global names used to be apt associates. The legal team reviewed this agreement, and we're just bringing it to the board to formalize it so we can continue assisting our family. Yes, it's information they would have access to, not the housing authority. It isn't some outside partnership, but they have to have this on file to protect our families that participate, so we'll be meeting with them this week to go on to the next steps. And this is one of the components that we need to do to get to the next steps of this process. There is no cost to this; we've been doing much outreach to let families know they can participate in this program. They'll have to sign disclosure agreements saying they participate and can decline to participate at any time. All housing authorities participating in this study opt-in so that you can say yes or no.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESIDENT COUNCIL REPORTS - NONE

PUBLIC COMMENTS -

Trina Dunbar, Section 8 landlord, said I want to thank the Director and Melissa for my last visit in February of this year. Director Newman and Deputy Huffstedtler handled everything quickly and thoroughly, and it was handled. I have a couple of issues we have to get on board with communication. Communication is a big issue. Within the last week, I have two voicemails: an email and a phone call. And I've yet to get a response. The last thing I want to do is come down here. I'd rather be home, you know, with my family. It was between now and the last meeting between now and February. My concern is complaint inspections with tenants. If they call housing instead of the landlord. They're upset about something. If somebody's going to inspect my property, I want to know about it. I had an upset tenant, and her water heater went out. But I would like to be notified when somebody will inspect my property because now there's a paper trail that says that I don't take care of my property. That's the last thing I want to do. I am a Full-time landlord. We have the same goal here, which is to keep people housed. I need to know when there will be an inspection, whether a complaint or an annual one. That's one of my biggest concerns, and then rent increases. You guys operate on a budget. I operate on a budget. We plan for months in advance. I've got to get my rent increased promptly, or people will have to move. I mean, there's just no way around it. I have to budget my business just like the housing authority has a budget to pay their people. So now I need April and May, but my most significant thing is that communication is vital. And I'm okay with text email, or you can leave me a voicemail.

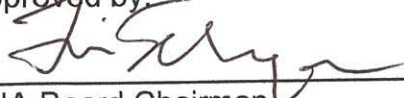
BOARD COMMENTS – NONE

ADJOURNMENT

Dan Long motioned to adjourn. The Meeting adjourned at 5:35 p.m.

Minutes Respectfully Submitted By:
Evonite Smith, Executive Assistant

Approved by:



SHA Board Chairman

May 28, 2024
Date

SHA Board Secretary

May 28, 2024
Date