MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, December 15, 2014, 3:00 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS: Tom Diedrick—Chair, Corday Goddard, and Adam DeKeyser

MEMBERS EXCUSED: Sup. Andy Nicholson, Ann Hartman

OTHERS PRESENT: Robyn Hallet, Kim Flom, Matt Roberts, Patrick Leifker, Sadie DiNatale, Scott Schoeneman

APPROVAL OF MINUTES:

1. Approval of the minutes from the November 17, 2014, meeting of the Brown County Housing Authority.

C. Goddard made a motion to approve the minutes from the November 17, 2014, meeting of the Brown County Housing Authority. A. DeKeyser seconded. Motion carried.

COMMUNICATIONS:

R. Hallet communicated that the BCHA was awarded six additional VASH Vouchers in addition to the VASH Vouchers received earlier this year.

REPORTS:

None

OLD BUSINESS:

T. Diedrick stated that the letter to Wisconsin State Legislatures, written to request a policy change regarding the portability of Vouchers, has been completed. The letter now awaits the signature of each BCHA Commissioner and will then be mailed promptly.

NEW BUSINESS:

2. Discussion and possible approval to renew NeighborWorks® Green Bay Project Based Voucher Contracts.

R. Hallet stated that the BCHA currently has three contracts with NeighborWorks® Green Bay in respect to their Project Based Voucher projects on various properties in Brown County. Upon completing Project Based Voucher training, R. Hallet found that there were some concerns with NeighborWorks' contracts as they sit currently. As these contracts expire at the end of the year, the Authority is not left with much time to resolve these concerns. For that reason, R. Hallet proposed a one-year extension to provide the BCHA with the appropriate time frame to work with HUD to find the best way to resolve the contract issues so that they may be renewed appropriately. If approved, this matter will be added to a future agenda in 2015 to extend the corrected contracts for a longer term.

T. Diedrick stated that one of the dates on the contract renewal forms were misprinted. The date of the extension should be effective from January 1, 2015 to December 31, 2015 (as opposed to December 31, 2016, in which was recorded). R. Hallet confirmed that the date change would be made.

C. Goddard asked if there would be any reason why this extension should not be granted. K. Flom stated that there should not be any concern as the issues relate to HUD regulatory procedures. HUD defines projects based off of geographical location and proximity between projects. Therefore, instead of three contracts (which NeighborWorks currently has) there would have to be *many* contracts. This would require some paperwork but it is not policy related and will not change the

services that NeighborWorks provides. In addition, HUD regulations limit Project Based Vouchers in multi-unit buildings to no more than 25 percent of the whole project, unless the project is designated for elderly or disabled, or the project provides tenants with supportive services. This issue will require some communication with NeighborWorks to determine how they would like to handle this, which again would just require some time to sort out. Nevertheless, current tenants will not be at risk of any day to day changes during this process, which remains the ultimate goal.

T. Diedrick inquired whether administering projects away from the downtown area was policy. R. Hallet stated that this was policy in that the purpose of Project Based Vouchers is to enhance economic and housing opportunities by deconcentrating poverty. However, within these regulations, if a census tract is undergoing revitalization, then projects would still be able to collocate within said tract, even if it is in an area with high poverty.

K. Flom stated that a lot of data has been gathered to provide the Authority with a more thorough analysis next year, before long term extensions can be made.

C. Goddard asked if there would be any reason to push back on this. R. Hallet stated that upon speaking with HUD, because of the complexity of these issues they agree that, in an attempt not to disrupt the families living in the units, a one-year extension would be the most appropriate option to pursue.

A. DeKeyser made a motion to approve a one year extension to renew NeighborWorks® Green Bay Project Based Voucher Contracts. C. Goddard seconded. Motion carried.

INFORMATIONAL:
None

BILLS:
T. Diedrick inquired about expense details listed on the bills for Mary Sue Banks. R. Hallet explained that this expense relates to the reimbursement of a vehicular accident with a Housing Authority employee who caused minor damage to M. Banks' vehicle. The Authority was requested to reimburse the lower of the deductable or the damage, in which the damage was lower. The expenses have been split between the GBHA and BCHA.

C. Goddard made a motion to approve the bills for the month of November 2014. A. DeKeyser seconded the motion. Motion carried.

FINANCIAL REPORT:
None

STAFF REPORT:
3. Date of next meeting: January 19, 2015

R. Hallet confirmed that the next BCHA meeting is January 19, 2015.

4. Date of Joint BCHA/ICS Board meeting: tentatively February 16, 2015

R. Hallet confirmed that the joint BCHA/ICS Board meeting will be February 16, 2015.

T. Diedrick inquired about the logistics of the joint meeting. M. Roberts stated that he will prepare an annual report showing demographic breakdowns of the program and a snapshot of the year, among other important datasets that would be significant to review.

R. Hallet asked the Commissioners if they would like to see any specific items on the agenda. C. Goddard asked if ICS prepares any annual goals and if so, would this joint meeting be a good time to convey them. M. Roberts stated that ICS does not have specific numerical goals set in place but

this meeting would be a good opportunity to set joint goals. M. Roberts further stated that perhaps non-numerical goals would be just as important to reveal (for instance, poverty deconcentration/enhancement efforts to build on, continuing FSS enrollment, etc.). T. Diedrick stated that brainstorming ways to communicate the availability of VASH vouchers to the public would be important too. R. Hallet agreed with this suggestion.

T. Diedrick extended a thank you to the Authority, ICS, and staff for their time working with the BCHA. He commented that even though there were many transitions, overall it was a very positive year.

A. DeKeyser made a motion to adjourn, seconded by C. Goddard. Motion carried. Meeting adjourned at 3:17 pm.

sd:rah:jd