

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, March 20, 2023, 3:30 p.m.
305 E Walnut St., Room 200

ROLL CALL:

Corday Goddard- Chair	<u> X </u>	Ann Hartman	<u> X </u>
John Fenner	<u> X </u>	Jessica Adams	<u> X </u>
Melissa Edison	<u> X </u>		

OTHERS PRESENT: Patrick Leifker, Megan Walker (ICS), Anna Plager (Accountant) Colton Pangrazzi (Accountant), Jake Dittmann (ICS) & Kathy Meyer

Guests: Jayme Valentine, Cheryl Renier-Wigg (GBHA), Paula Jolly and Gail Nohr (Amanda's House)

APPROVAL OF MINUTES:

1. Approval of the minutes from the February 20th, 2023 meeting of the Brown County Housing Authority.
2. Approval of the minutes from the March 9th, 2023 meeting of the Brown County Housing Authority Subcommittee.

A motion was made by J. Fenner, seconded by J. Adams to approve the minutes from the February 20th, 2023 meeting of the Brown County Housing Authority and the March 9th, 2023 meeting of the Brown County Housing Authority Subcommittee. Motion carried.

COMMUNICATIONS:

None.

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applications
There were 153 preliminary applications for February.
 - B. Unit Count
The unit count for February, 2,645.
 - C. Housing Assistance Payments Expenses
The February HAP expense totaled \$1,540,549.
 - D. Housing Quality Standard Inspection Compliance.
244 total inspections, 74% that passed initial inspection, 11% passed the re-evaluation, 6% were no shows, and 9% failed.
 - E. Program Activity/52681 B (administrative costs, portability activity, SEMAP)

Not reported.
 - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)

In February there were 65 active FSS clients, 48 clients in level one; 11 clients in level two; 5 clients in level three and 0 client in level four. There were 0 new contracts signed, 0 graduates, 45 active escrow accounts and 48 active homeowners.

G. VASH Reports (new VASH and active VASH)
For February there were 2 new VASH clients, for a total of 34 active VASH clients.

H. Langan Investigations Criminal Background Screening and Fraud Investigations

For February there were 3 total investigations, 3 active, 0 closed. 99 new applications. 6 denied and 4 pending. Three fraud investigations: All being conducted within the City limits of Green Bay. Applications: 77 came from the City of Green Bay, followed by De Pere with 7, and Howard & Ashwaubenon with 3.

A motion was made by A. Hartman, seconded by J. Fenner to receive and place on file. Motion Carried.

OLD BUSINESS:

None

NEW BUSINESS:

4. Consideration with possible action of the award of Project Based Vouchers to the Green Bay Housing Authority for the Mason Manor Development.

P. Leifker stated that in June of 2021, the BCHA provided a letter of interest to the Green Bay Housing Authority (GBHA) to provide Project Based Vouchers for the repositioning efforts with Mason Manor. In response to that letter and conversations with the GBHA we recently published a Request for Proposals (RFP) for any parties interested in pursuing Project Based Vouchers with the BCHA, and in response to that RFP, the GBHA submitted a response and requested 91 Project Based Vouchers under the Section 18 repositioning guidelines. The remaining 61 units will be converted as Rental Assistance Demonstration (RAD) units that will be administered by the BCHA as well, and did not require a RFP. P. Leifker stated staff received a response from GBHA and staff internally reviewed their response. Staff's recommendation is to approve the project based assistance for those units in Mason Manor.

Jayme Valentine and Cheryl Renier-Wigg from GBHA joined the meeting to further discuss and answer any questions regarding the project.

Question asked if there were any project-based vouchers there originally? P. Leifker stated that this is a transition from public housing to what is project-based under our program.

P. Leifker asked GBHA staff to elaborate on what the benefits this offers the GBHA.

GBHA staff stated they would have different inspections, right now they have federal inspections. GBHA will be able to get more rent, on public housing, we're only allowed to charge 80% of the fair market rent, on this platform we're able to charge 100-110% of the fair market rent, which will add money into our program. Rent for our tenants will remain the same, 30% of their income.

P. Leifker noted that benefits that come from the conversion from public housing to our program that the GBHA will reinvest those dollars back into the City of Green Bay. GBHA stated this will allow more units for public housing and more importantly it allows us to do major remodeling to Mason Manor and each unit. No tenants will be displaced from the building as part of this remodeling. The remodeling will be completed floor-by-floor and tenants will be temporarily moved to a different unit and then they will be moved back to their unit when the remodeling of their unit is complete. GBHA staff stated they have hosted multiple

meetings and stated the tenants are very excited. Mason Manor was constructed in 1971 and it did qualify for historical designation.

A motion was made by J. Adams, seconded by A. Hartman to approve the award of Project Based Vouchers to the Green Bay Housing Authority for the Mason Manor Development. Motion carried.

5. Consideration with possible action on the approval for BCHA staff to obtain credit card for BCHA related expenses.

P. Leifker explained that currently all BCHA expenses run through Brown County finances rather than directly charged to the BCHA. Staff is requesting to obtain a credit card from our current financial institution. This will provide more clarity with BCHA related expenses and reduce administrative work to reclassify BCHA expenses from Brown County's expenses.

P. Leifker stated that the credit card expenses will be brought forward to the BCHA Board on a monthly basis for approval as part of the BCHA Bills. P. Leifker also noted that there will be a credit limit established on the credit card.

A motion was made by J. Fenner seconded by M. Edison to approve BCHA staff to obtain a credit card for BCHA related expenses. Motion carried.

6. Consideration with possible action on the presentation by Amanda's House.

Paula Jolly, Founder and Executive Director of Mandolin Foundation and Amanda's House, and Gail Norh, joined today's meeting to present on Amanda's House and the services that their organization provides to the community.

Paula and Gail provided a PowerPoint presentation on Substance Use Disorder.

Amanda's House was founded to honor Paula's daughter, Amanda who lost her battle with addiction.

Amanda's House is located at 825 N. Webster Ave, Green Bay. Paula stated that Amanda's house has 6 bedrooms and currently there are 60 women on the waitlist. Age ranges for current residents and women on the waitlist are in their early 20's and older. Paula stated Amanda's House provides a safe and supportive place to live for up to two years. Residents must pay to live there, residents are required to work or volunteer 20 hours per week and attend training/educational programs, Paula noted that some of the residents are mandated to attend treatment court. Amanda's House provides connections to community resources. A question was asked if Amanda's House sees more substance abuse or mental health issues or both. Paula stated that 90% of the time these are tangled-up together, and noted that about 75% of the residents are Brown County residents.

Board members expressed their appreciation for the work that Amanda's House is doing and offered to provide a Letter of Support. P. Leifker will draft a Letter of Support and bring the letter to the April BCHA meeting so that all Board members will have an opportunity to sign the letter.

A motion was made by J. Fenner seconded by M. Edison to provide Amanda's House with a Letter of Support. Motion carried.

BILLS AND FINANCIAL REPORT:

7. Consideration with possible action on acceptance of BCHA Bills.

P. Leifker reviewed the bills.

A motion was made by J. Adams, seconded by J. Fenner to accept and place on file the BCHA bills. Motion carried.

8. Consideration with possible action on acceptance of BCHA financial report.

P. Leifker presented the BCHA financial report for the first two months of the year.

A motion was made by A. Hartman, seconded by M. Edison to accept the BCHA financial report. Motion carried.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

9. Executive Director's Report

P. Leifker stated he included a couple of articles that are relevant to the program. In today's packet are two articles "False Narratives: How a new study of Milwaukee and other cities puncture the myth of housing vouchers correlating with crime"; and National Low Income Housing Coalition's Report "The Gap 2023". Discussion occurred concerning myths of housing vouchers impacting crime and the question was asked if during the Landlord Listening sessions if this was identified. P. Leifker stated unfortunately, yes, and he feels that these articles are important for conversation, education and discussion and it's important that the BCHA spend as much time and energy looking into the other side of this and to dispel any misconceptions which exist within our community.

Gail Nohr stated that there are some upcoming presentations by the Brown County Housing and Homeless Coalition: Homeless Panel event at UWGB on March 21st and May 23rd at 5:30pm at the library the Brown County Housing and Homeless Coalition Advocacy Panel regarding affordable housing. G. Nohr also noted that there will be a presentation in June at the library regarding homeless people.

A motion was made by J. Adams, seconded by M. Edison to accept and place on file the Executive Director's Report. Motion carried.

OTHER:

Date of next scheduled meeting: **April 10, 2023.**

A motion was made by J. Fenner , seconded by M. Edison to adjourn the meeting. Motion carried.

Meeting adjourned at 4:22pm