

PLATTEVILLE HOUSING AUTHORITY SPECIAL BOARD MEETING
June 27, 2017

The special meeting of the Platteville Housing Authority Board was held on June 27, 2017 at 3:30 p.m. in the GAR room. Let the records show that the meeting agenda was properly posted according to the Open Meeting Law. A quorum was met. Marilyn Gottschalk, Board Chair, called the meeting to order.

Members Present: Marilyn Gottschalk, Ken Kilian, Christine Wunderlin, Paula Langmeier, Melissa Duve

Others Present: Jen Weber

APPROVAL OF PREVIOUS MINUTES

Motion by Wunderlin and second by Langmeier to approve the June 13, 2017 special board minutes. Motion Carried.

CLIENT UPDATE

The Board reviewed the current waiting and voucher lists. There are currently 89 families on the waiting list. The month of June, 2017 included 4 applications, 0 vouchers were issued, 0 placements and 3 end of participations. Motion by Kilian and second by Wunderlin to approve the client update. Motion Carried.

APPROVAL OF VOUCHERS AND OPERATIONAL EXPENSES

Landlord and operational expense checks were reviewed. Motion by Wunderlin and second by Langmeier to approve operational checks 1709-1713 and landlord checks 1714-1759. Motion Carried.

OLD BUSINESS

The Violence Against Women Act (VAWA) requirements were reviewed. Weber presented the board with HUD-5380, Notice of Occupancy Rights under the Violence Against Women Act. This must be given to all program participants by December 16, 2017, accompanied by HUD-5382, the Certification of Domestic Violence, Dating Violence, Sexual Assault, Stalking and Alternate Documentation. Additional documentation required to accompany HUD-5382 will be discussed at the July board meeting. Review of HUD-5383, Emergency Transfer Request for Certain Victims of Domestic Violence, Sexual Assault or Stalking was done. Review of Administrative Plan, Chapter 5 (Subsidy Standards) was done. Weber will make changes if necessary to ensure compliance with HUD's Notice PIH 2014-20. Further review of Chapter 15 (Denials or Termination of Assistance) will be done at the July board meeting.

NEW BUSINESS

Weber requested 2 additional bereavement days beyond the 3 allowed per her employment contract. The board agreed and future circumstances will be reviewed on a case by case basis. Motion by Kilian and second by Langmeier to approve 2 additional bereavement days.

Motion by Duve and second by Langmeier to adjourn the meeting. Motion carried.

Respectfully submitted by Jen Weber.