

PLATTEVILLE HOUSING AUTHORITY ANNUAL BOARD MEETING
January 26, 2016

The monthly meeting of the Platteville Housing Authority Board was held on January 26, 2016 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 Killian, Melissa Duve

Members Absent: Elizabeth Throop, Christine Wunderlin

Others Present: Jen Weber

APPROVAL OF PREVIOUS MINUTES

Motion by Killian and second by Duve to approve the December, 2015 regular 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 January, 2016 included 10 applications, 1 voucher was issued, 4 placements and 2 end of participations. Motion by Killian and second by Duve to approve the client update. Motion Carried.

APPROVAL OF VOUCHERS AND OPERATIONAL EXPENSES

Landlord and operational expense checks were reviewed. Motion by Duve and second by Killian to approve operational checks 746-751 and landlord checks 752-798. Motion Carried.

OLD BUSINESS

NEW BUSINESS

Motion by Killian and second by Duve to approve two minimum rent waiver requests. Motion Carried. Weber informed the board that HUD's Quality Assurance Division (QAD) will be conducting a Voucher Management System (VMS) remote Data Validation and Technical Assistance review of our Public Housing Authority (PHA). The review will be conducted on operations performed by the PHA from January 2015 through December 2015. Weber will keep the board informed on the results. The board was informed that the city manager has requested an article writeup for the spring newsletter. Weber shared the information gathered for the article and the board offered feedback. Progress on the Happy Software transition was given. HUD's Family Reporting Software (FRS) has proved to be very user friendly. Spreadsheets, letter templates and landlord checks have been transitioned as well. Weber shared that HUD has given notice of an upcoming UPCS-V inspection which will replace Housing Quality Standards (HQS) inspections. Details will be shared with the board as they are unveiled. A budget update was given. HAP funding for 2016 is adequate and no HHR was needed for January. 2015 Administrative reserves are positive after a strained 2015 budget. January and February administrative expenses have already fallen below funding so a surplus is expected. Progress will be communicated regularly.

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

Respectfully submitted by Jen Weber.