

**MINUTES OF THE BOARD OF
COMMISSIONERS OF THE DUPAGE HOUSING AUTHORITY
Thursday, August 18, 2022**

Pursuant to executive order 2021-15 signed by Governor Pritzker and guidance provided by legal counsel, DuPage Housing Authority conducted this meeting by use of electronic means using Zoom, without a physical quorum present in the boardroom.

Roll Call:

The Chair called the meeting to order, the following members of the Board being present:

John Berley	Vice Chairman	Virtual attendance
Dru Bergman	Commissioner	Virtual attendance
Jessica Garmon	Commissioner	Virtual attendance
Stefanie Hood	Commissioner	Virtual attendance
Candace King	Commissioner	Virtual attendance

The following others were also present:

Cheron Corbett	Executive Director	Virtual attendance
Susan Martin	Admin. Assistant	Virtual attendance
Eric Hanson	Special Counsel	Virtual attendance
Joseph Lee	VP of Kates Security	Virtual attendance

The Vice- Chairman declared the presence of a quorum and the meeting began at 8:47 a.m.

Public Comments:

There were no public comments.

Approval of Minutes:

Garmon made a motion, seconded by Bergman to approve the minutes of July 21, 2022. The motion carried unanimously.

Financial Report:

- The Finance Committee met on Aug. 16th. Mr. Kernan, DHA insurance broker, gave a presentation on current insurances. Workers Comp coverage is complete and there is no lapse in coverage.
- There are no financial reports at this time as transactions were not recorded properly. Other concerns are bank reconciliations not completed; purchase orders not issued, and Portability Receivables past due. Executive Director Corbett has engaged the services of BDO to address issues and provide guidance in implementing best practices moving forward.
- The Comptroller starts 8/22 and junior staff had Yardi training.
- EHV landlords were paid late but staff reached out to address relationship concerns.
- Payroll and Retirement Benefits moved seamlessly in the Beta testing between Paylocity and Empower.
- HUD will examine the financials in September. Late VMS reporting and incomplete FSS draw-downs were red flags. HUD also expressed concern that the repayment amount DHA owes was overstated by approximately \$2 million. Members of Finance Committee are meeting with CLA auditors to

discuss.

- Stough Group Update: Attorney Hanson stated there has been no response from the Stough Group.

Executive Director's Update

- Discussion covered the progress of open positions, upcoming projects, and update on HUD. Working with Yardi to retrieve reports with the data requested for wait list charts. There were questions and discussion on the wait list. PCSI, DHA's computer vendor will assist Commissioners with the new DHA emails. Discussion on the Hotel Charette meeting with the Village of Glen Ellyn. Commissioner Berley requested staff monitor and give updates of our PBV developments.
- Mr. Lee, VP of Kates Detective & Security Agency, Inc., spoke of the company, the security guard services, and the contract. Regarding moving ahead with the contract, Attorney Hanson stated procedurally it must be noted on the agenda and voted on with a Resolution. By consensus, the Board agrees to wait until next month to review the contract and vote.
- Bergman brought up the policy that anything over \$25K must be approved by the Board.

Presentation of Resolutions:

RESOLUTION NO. 2022-12

SEMAP Certification. The Annual SEMAP scores ranked DHA as a high performer again. A motion made by King, seconded by Bergman and it passed unanimously.

RESOLUTION NO. 2022-13

Revision of Contract End Dates for Resolution 2020-05 and 2021-06. A motion made by Bergman, seconded by Garmon and it passed unanimously.

Executive Session:

King made a motion seconded by Hood to adjourn the public meeting and recess into Executive Session for both Litigation (Section 2(c)(11)) and Personnel (Section 2(c)(1)) with no return to public session at 9:52 a.m.

Susan Martin
Recording Secretary