

**MINUTES OF THE BOARD OF
COMMISSIONERS OF THE DUPAGE HOUSING AUTHORITY
Thursday, October 20, 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
Dawn DeSart	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
Byron Williams	Comptroller	Virtual attendance
Eric Hanson	Special Counsel	Virtual attendance
Susan Martin	Admin Assistant	Virtual attendance

The Chair declared the presence of a quorum and the meeting began at 8:46 a.m.

Public Comments:

There were no public comments.

Approval of Minutes:

Garmon made a motion, seconded by DeSart to approve the minutes of Sept. 15, 2022. The motion carried unanimously.

Financial Report:

- The Finance Committee met on Oct. 18th and reviewed the quarterly Income Statement. The only item of note is an accidental overpayment that will be corrected.
- The corporate credit cards will be closed.
- The finance team is reconciling port ins/out.
- FY22 Audit: The audit is in progress and a report is expected in Nov. or Jan.
- QAD Report: The final report may be ready in December. Discussion covered the topic of Yardi software. Executive Director Corbett explained that the Finance Dept. already had Yardi training and will be having additional Nan McKay training. Yardi training will continue throughout the organization. Attorney Hanson noted that of all the housing authorities he works with, DHA is doing a better job of financial oversight and the Board wants to carry out its role.
- Topics of audit RFP and the HUD repayment agreement were covered. HUD has put DHA's 2022 repayment on hold until January 2023.

Executive Director's Update

The FSS Grant was submitted. HUD approved the FSS Action Plan. The Employee Handbook is being revised and will go before the Board. Update on local property developments. Data on the various waitlists. In response to a question regarding voucher extensions, Corbett mentioned the benefits of moving to a lottery for open wait list applications and the HUD requirement of language efficiencies. In regard to a question on partnering community services with clients, DHA will be updating it's briefing sessions. Executive Director Corbett expounded on the strategy for the developer's application process in 2023 and the need for a committee of key stakeholders.

Presentation of Resolutions:

RESOLUTION NO. 2022-15

Acceptance of the FSS Action Plan. This is the Family Self Sufficiency Program Action Plan approved by HUD. A motion made by King, seconded by Garmon and it passed unanimously.

Executive Session

Garmon made a motion, seconded by DeSart to go into Executive Session with return to public session for Litigation (Section2(C)(11)). The motion carried unanimously at 9:35 a.m. and went into closed session. At 9:55 a.m. the Board returned to public session with no actions to be taken as a result of the Executive Session.

Future Discussions:

Berley brought up a motion to change the start time of the DHA Board of Commissioners Meeting from its current time of 8:45 a.m. to 9 a.m. for the 2023 schedule. By unanimous consensus, the Board agrees to publish the new time on the 2023 schedule (which will be presented at the next Board Meeting for votes).

Adjournment:

Commissioner Garmon made a motion, seconded by Commissioner Hood, to adjourn. The motion carried unanimously, and Vice Chairman Berley adjourned the meeting at 9:58 a.m.

Susan Martin
Recording Secretary