



# INDEPENDENCE HOUSING AUTHORITY

## MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE INDEPENDENCE HOUSING AUTHORITY

**THE BOARD OF COMMISSIONERS OF THE INDEPENDENCE HOUSING AUTHORITY** convened in a Regular Session/Conference Call Open Meeting – 4215 S. Hocker Dr., Bldg. 5, Independence, MO 64055 on November 23, 2021. Board Chairperson Lynn Rose presided.

To Meet the Sunshine Law 610.020.1 due to COVID-19 purposes, we provided a conference call phone number and access code for residents and the public to utilize for this board meeting. No one, outside of the board and staff, was allowed to be physically in the meeting.

Conference Call Phone Number: 1-816-836-9200 ext. 600  
Conference PIN: 2021

Call to Order: The meeting was called to order by Lynn Rose, Chairperson at 3:02 PM.

Roll Call: The following Commissioners were present:

Commissioner Lynn Rose  
Commissioner Christina Leakey  
Commissioner Herbert Bankston  
Commissioner Linda Seever  
Commissioner Robbie Phillips

Commissioners Excused:

None

Others present:

Executive Director	Michael S. Bishop
Deputy Executive Director	Heather M. Figley



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#### **READING AND APPROVAL OF MINUTES OF THE PREVIOUS MEETING(S)**

The regular minutes of the October 19, 2021 meeting were discussed and a motion to accept and file for audit was made by Commissioner Bankston, seconded by Commissioner Leakey. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Phillips – Aye; Commissioner Seever – Aye. The motion to accept the prior month’s minutes was approved with a unanimous vote at 3:04 pm CST.

#### **PUBLIC COMMENTS FROM THE FLOOR**

No Comments from the public (no one present on the conference call)

#### **REVIEW OF THE FINANCIAL STATEMENTS**

October 2021 unaudited financial statements were made available via DropBox and discussed during the meeting. No questions about the financials were asked after a summary was given by the Secretary. All programs had a negative month but all but Section 8 was doing well, but it was explained that the Section 8 budget will end the year in the negative but we had over \$500,000 in Unrestricted Reserves to cover the negative balance. We have a lot of overtime for applications, contractor work on applications, file audit coming up soon and renovations to the building that is split between the Section 8 and COCC programs. A motion to accept the unaudited financial reports for October 2021 was made by Commissioner Bankston and seconded by Commissioner Seever. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Phillips – Aye; Commissioner Seever – Aye. The motion to accept the unaudited financial reports for October 2021 were approved with a unanimous vote at 3:13 pm CST.

#### **SECRETARY’S REPORT**

Secretary’s Report was presented to the board with a general operations sections report along with the Capital Fund Grant program report prior to the meeting via Dropbox. No questions were asked regarding the Secretary’s Report and the LIPH and Section 8 Statistics for October 2021. A motion to approve the Secretary’s Report into the Minutes was made by Commissioner Bankston and seconded by Commissioner Seever. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye;



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Commissioner Phillips – Aye; Commissioner Seever – Aye. The Secretary’s Report was approved by a unanimous vote at 3:18 pm CST.

### NEW BUSINESS

#### **A. Resolution No. 1542 Approval of MHAPCI Liability Coverage for Employment Practices Requirements for Directors and Officers**

Secretary discussed with the Board the new requirements for our Employment Practices Policy for Directors and Officers. It was explained that MHAPCI, the insurance pool that writes the policies for the Housing Authorities across the State of Missouri, has implemented changes that require all Housing Authorities to approve an At-Will Personnel Policy as well as require the Board to go through the required training for Employment Practices. The Board Chair and Secretary are the only signatures certifying that this has been completed and submitted annually to MHAPCI. After final discussion, Commissioner Bankston made the motion for approval and Commissioner Leakey seconded the motion. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Seever – Aye; and Commissioner Phillips – Aye. Resolution No. 1542 was approved by unanimous vote at 3:21 pm. CST.

#### **B. Resolution No. 1545 Approval of MHAPCI Member Compliance for Liability Coverage for Employment Practices**

Secretary discussed with the Board the MHAPCI changes to the EPLI policy and that all supervisors have to go through annual training on discrimination, harassment, etc. This certification has to be signed by the Board Chair and Secretary and submitted annually to MHAPCI. After final discussion, Commissioner Bankston made the motion for approval and Commissioner Phillips seconded the motion. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Seever – Aye; Commissioner Phillips – Aye. Resolution No. 1545 was approved by unanimous vote at 3:22 pm CST.



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### **C. Resolution No. 1546 Approval of MHAPCI Fiduciary Duties and Ethics Policy for Public Housing Authority Officials**

Secretary discussed with the Board the requirements of MHAPCI and having each Missouri housing authority comply with the new restrictions to obtain EPLI coverage. After final discussion, Commissioner Bankston made the motion for approval and Commissioner Phillips seconded the motion. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Seever – Aye; Commissioner Phillips – Aye. Resolution No. 1546 was approved by unanimous vote at 3:25 pm CST.

### **D. Resolution No. 1547 Approval of Employee Health, Dental, Vision and Life Insurance Renewal for 2021-2022 and making Vision Coverage an Employer Paid Benefit Permanently**

Secretary discussed with the Board the upcoming renewal of its Health, Vision, Dental and Life Insurance for 2021-2022 year. It was explained that Bukaty company, our insurance broker goes out and searches the market and gets the lowest cost product for the Housing Authority. BC/BS of Kansas City is our current vendor for Health Insurance and their renewal quote was only a 4.9% increase from the prior year cost. Delta Dental and Delta Vision as well as the Life Insurance will remain without an increase in cost for the upcoming renewal. The Secretary also informed the Board that MHAPCI is looking to start up a Cooperative to begin offering Health, Vision, Dental and Life under the umbrella of MHAPCI and that is in the beginning stages. We are hopeful that as a Cooperative, we can negotiate better pricing and products because we will be coming into the quotes with a larger database of employees for the entire state, not just one Housing Authority. After final discussion, Commissioner Bankston made the motion for approval and Commissioner Leakey seconded the motion. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Seever – Aye; Commissioner Phillips – Aye. Resolution No. 1547 was approved by unanimous vote at 3:28 pm CST.



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### E. **Vote to Enter Into Closed Session Pursuant to the Sunshine Law Sections 610.021(3) and 610.022.**

Commissioner Bankston made the motion to go into Closed Session and Commissioner Seever seconded. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Seever – Aye; Commissioner Phillips – Aye. Vote to Enter into Close Session was approved by unanimous vote at 3:29 p.m. CST.

### F. **Vote to Return to Open Session from Closed Session**

Commissioner Bankston made the motion for approval and Commissioner Leakey seconded. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Seever – Aye; Commissioner Phillips – Aye. Vote to Return to Open Session from Closed Session was approved by unanimous vote at 3:43 p.m. CST.

Old Business: None

**NON-AGENDA ITEMS FROM THE BOARD** – None.

### **ADJOURNMENT**

Commissioner Rose requested a motion to adjourn. Commissioner Bankston moved for approval and Commissioner Leakey seconded the motion. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Phillips – Aye; Commissioner Seever – Aye. An adjournment was approved by unanimous vote at 3:45 pm CST.

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**Secretary**

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**Presiding Officer**

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