



# 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 24, 2020. 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: 2020

Call to Order: The meeting was called to order by Board Chairperson – Lynn Rose at 3:35 PM.

Roll Call: The following Commissioners were present:

Commissioner Lynn Rose  
Commissioner Herbert Bankston  
Commissioner Christina Leakey (by conference call)  
Commissioner Linda Seever

Commissioners Excused:

Commissioner Robbie Phillips

Others present:

Executive Director	Michael S. Bishop
Deputy Executive Director	Heather Figley



# **INDEPENDENCE**

## **HOUSING AUTHORITY**

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

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

The regular minutes of the October 20, 2020 meeting were discussed and a motion to accept and file for audit was made by Commissioner Bankston, seconded by Commissioner Seever. Votes were given as follows: Commissioner Rose – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye by conference call; Commissioner Phillips – Not Present. The motion to accept the prior month minutes was approved with a majority vote at 3:39 pm CST.

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

No Comments from the public.

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

October 2020 unaudited financial statements were made available via Drop Box and discussed during the meeting. No questions about the financials were asked after a summary was given by the Secretary. A motion to accept the unaudited financial reports for October 2020 was made by Commissioner Bankston and seconded by Commissioner Seever. Votes were given as follows: Commissioner Rose – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye by conference call; Commissioner Phillips – Not Present. The motion to accept the unaudited financial reports for October 2020 were approved with a majority vote at 3:41 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 2020. Statistics for LIPH and Section 8 programs for October 2020. 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 Seever – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye by conference call; Commissioner Phillips – Not Present. The Secretary's Report was approved by majority vote at 3:44 pm CST.



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

**NEW BUSINESS**

**A. Vote to Enter Into Closed Session for Executive Director Contract Negotiations (pursuant to Section 610.021 (3) of Missouri Sunshine Law)**

Commissioner Bankston made the motion to go into Closed Session and Commissioner Seever seconded. Votes were given as follows: Commissioner Rose – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye by conference call; Commissioner Phillips – Not Present. Vote to Enter into Closed Session was approved by majority vote at 3:47 pm CST.

**B. Vote to Return to Open Session from Closed Session**

Commissioner Bankston made the motion to return back to open session from closed session and Commissioner Seever seconded. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye by conference call; Commissioner Seever – Aye; and Commissioner Phillips – Not Present. Vote to Return to Open Session from Closed Session was approved by majority vote at 4:05 pm CST.

**C. Resolution No. 1507 Approval of the Executive Director Employment Contract – Effective January 1, 2021**

No Resolution was made on this during this Regular Session. The Board of Commissioners decided to table this Resolution until the December Regular Meeting to give the Board time to have an Employment Attorney to review the contract. This resolution will be brought back on the December 15, 2020 Regular Meeting.

**D. Resolution No. 1508 Approval of Revised ACOP or Admissions and Continued Occupancy Policy under the LIPH program**

Administration discussed with the Board of Commissioners the Low Income Public Housing Admissions and Continued Occupancy Policy and all the changes in language and how IHA handles the applications, rent calculations, etc. within this program. All chapters were changed in some form or fashion and some language was built in for upcoming HOTMA changes that have been passed by Congress but not released by HUD at this time. After final



# INDEPENDENCE HOUSING AUTHORITY

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

discussion, Commissioner Bankston made the motion for approval and Commissioner Seever seconded. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Seever – Aye; Commissioner Leakey – Aye by conference call; Commissioner Phillips – Not Present. Resolution No. 1508 was approved by majority vote at 4:09 p.m. CST.

### **E. Resolution No. 1509 Approval of Employee Health and Life Insurance Change / Dental and Vision Renewal with Same Vendor for 2020-2021**

Administration discussed with the Board of Commissioners the strenuous activity of getting medical insurance quotes for 2021. It was explained that many years ago, it was misinformed to our Insurance Broker from a prior staff that IHA had more staff than we actually do, which placed IHA into a different insurance bracket. After an audit by our current health insurance provider, United Healthcare, they determined that we don't have that many employees and was quoting us for 2021 as a higher risk quote and as individuals based upon age quotes. This would have increased IHA's costs by close to 30%. Our broker, Bukaty Company, went out and obtained quotes from Blue Cross / Blue Shield along with Aetna and a few others. IHA contacted MPR, who is our Worker's Comp company but they also do medical insurance pools. IHA administration obtained a quote from MPR via Cigna Insurance and their cost would have been around a 10.9% increase over our current annual cost. Blue Cross / Blue Shield came in around 13.85%. Once I obtained the quote from MPR, I had Bukaty Company go back and renegotiate with Blue Cross / Blue Shield and they dropped their quote another 3 points. But with us moving our Life Insurance to a company that Blue Cross / Blue Shield utilizes, we saved an additional 1 point off, so now we only had around a 9% increase across the board. It was also explained that the Dental and Vision remained with the same vendors and there was no increase on those two fringe benefits. After final discussion, Commissioner Bankston made the motion for approval and Commissioner Seever seconded. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Seever – Aye; Commissioner Leakey – Aye by conference call; Commissioner Phillips – Not Present. Resolution No. 1509 was approved by majority vote at 4:15 p.m. CST.



# INDEPENDENCE HOUSING AUTHORITY

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

### **F. Resolution No. 1510 Approval of IHA Safety Policy**

Administration explained to the Board that our property and liability company, MHAPCI, has instituted certain requirements that will be in effect January 1, 2022 regarding all Missouri Housing Authorities having a Safety Policy and safety meetings each month to help assist decrease Loss Claims across the state. IHA Administration did not want to wait and do this at a later time, but rather get the policy started and get meetings going to help decrease any Loss Claims, such as slip, trip and falls across the three properties. After final discussion, Commissioner Bankston made a motion for approval and Commissioner Leakey seconded. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Seever – Aye; Commissioner Leakey – Aye by conference call; Commissioner Phillips – Not Present. Resolution No. 1510 was approved by majority vote at 4:18 p.m. CST.

### **G. Resolution No. 1511 Approval of HUD FMC Enclosure C Form – Agreement for 12/31/2019 RNP Balance**

Administration explained that since 2015, the HUD RNP or Restricted Net Position or IHA Held HAP monies has not matched up with HUD RNP numbers for our authority. The amounts are considerably off and IHA administration and HUD FMC office has been working on reconciling to get a balance that both can agree upon. After 10 months of going through VMS, HUD information, IHA reports, HUD and IHA has agreed upon a balance for RNP as of 12/31/2019 and then move forward with this balance. Since this has been agreed upon by the Executive Director and the HUD FMC office, the Executive Director needed to sign the Enclosure C form showing the ending RNP balance as of 12/31/2019 to be **(\$1,358)**. It is okay to end the calendar year in the negative for the RNP balance as long as HUD Held Reserves has enough monies to cover the negative balance and it did for this timeline. After final discussion, Commissioner Bankston made a motion for approval and Commissioner Leakey seconded. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Seever – Aye; Commissioner Leakey – Aye via conference call; Commissioner Phillips – Not Present. Resolution No. 1511 was approved by majority vote at 4:24 p.m. CST.



# INDEPENDENCE HOUSING AUTHORITY

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

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 Seever seconded the motion. Votes were given as follows: Commissioner Rose – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye by conference call; Commissioner Phillips – Not Present. Adjournment was approved by majority vote at 4:30 pm CST.

---

**Secretary**

---

**Presiding Officer**

**Seal**