



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 July 21, 2020.
Board Chairperson Beth Franklin 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: 1-816-285-6375
Participant PIN: 2018

Call to Order: The meeting was called to order by Board Chairperson - Beth Franklin at 4:07 PM.

Roll Call: The following Commissioners were present:

Commissioner Beth Franklin
Commissioner Herbert Bankston
Commissioner Linda Seever
Commissioner Christina Leakey

Commissioners Excused:

Commissioner Lynn Rose

Others present:

Deputy Executive Director Heather Figley

READING AND APPROVAL OF MINUTES OF THE PREVIOUS MEETING

The minutes of the June 23, 2020 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 Franklin – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Rose – Not Present; Commissioner Leakey – Aye. The motion to accept the prior month minutes was approved with majority vote at 4:08 pm CST.

PUBLIC COMMENTS FROM THE FLOOR



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No Comments from the public.

REVIEW OF THE FINANCIAL STATEMENTS

June 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 June 2020 was made by Commissioner Leakey and seconded by Commissioner Bankston. Votes were given as follows: Commissioner Franklin – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Rose – Not Present; Commissioner Leakey – Aye. The motion to accept the unaudited financial reports for June 2020 were approved with majority vote at 4:26 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 and discussed both during this time. A summary of each item on the Secretary's Report was sent out prior to the board meeting and then discussed. Statistics for LIPH and Section 8 programs for June 2020 were given out and summarized. A motion to approve the Secretary's Report into the Minutes was made by Commissioner Bankston and seconded by Commissioner Leakey. Votes were given as follows: Commissioner Franklin – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Rose – Not Present; Commissioner Leakey – Aye. The Secretary's Report was approved by majority vote at 4:33 pm CST.

NEW BUSINESS

A. Resolution No. 1495 – Approval of HUD Waivers for PH and HCV programs

Administration explained to the Board that HUD issued out waivers to many various program requirements and restrictions that would help the Housing Authority perform daily functions. After final discussion, Commissioner Leakey made the motion for approval and Commissioner Bankston seconded. Votes were given as follows: Commissioner Franklin – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Rose – Not Present; Commissioner Leakey – Aye. Resolution No. 1495 was approved by majority vote at 4:39 pm CST.



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B. Resolution No. 1496 – Approval of Revised Section 504 Policy

Administration explained to the Board that HUD requires a Section 504 Policy for every housing authority and a 504 Coordinator assigned if you are a certain size housing authority. Any changes in the language of the statutes have to be changed within the policy and updates made and approved by the Board of Commissioners. After final discussion, Commissioner Bankston made the motion for approval and Commissioner Leakey seconded. Votes were given as follows: Commissioner Franklin – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Rose – Not Present; Commissioner Leakey – Aye. Resolution No. 1496 was approved by majority vote at 4:42 pm CST.

C. Resolution No. 1497 – Approval of House Rules for Hocker Heights, Pleasant Heights and Southview Manor

Administration explained that IHA has reference to House Rules on the Dwelling Lease and ACOP but have been lost over the years of staff changing at each property. Administration wants to bring the House Rules back for each property and the House Rules being brought to the Board is a rough draft. After discussion between board members and administration, it has been determined to Table this Resolution for another discussion after revisions have been made to the House Rules. **No Motion was given at this time to approve but to table it for further discussion.**

D. Resolution No. 1498 – Approval of Revised Section 8 Administrative Plan for Effective Date 6/1/2020

Administration discussed the revision of the Section 8 Administrative Plan and that several mistakes were caught after the prior revision was approved at the June Board Meeting. The following changes were made for each Chapter. Chapter 5: Briefings and Voucher Assistance – The only change that occurred in this chapter was on page 5-8 when we changed the language of 10 days to 10 working days in the IHA Policy for notification by the family if a family member moves out of the unit. In Chapter 7: Verification – The change here was adding details on the reasonable child care expenses and what determines reasonable and where to verify the information. This was added on page 7-43 under Reasonableness of Expenses. We also changed the language under Additional Provisions for Verification if the Child Care is provided by non-agency providers. This is also on page 7-43. In Chapter 11: Reexaminations and Monitoring – on page 11-7, a paragraph at the top of the page was added to discuss how Zero Income Interrogatories are required to be done if a family is claiming \$0



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income and that it would be required to be monitored every 90 days. Any expenses informed and stated on the Zero Income Form is considered income coming in from somewhere to pay for it. After final discussion, Commissioner Bankston made the motion for approval and Commissioner Seever seconded. Votes were given as follows: Commissioner Franklin – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Rose – Not Present; Commissioner Leakey – Aye. Resolution No. 1498 was approved by majority vote at 5:37 pm CST.

Old Business: Awarded the Service Award to Beth Franklin for her unyielding service to the Housing Authority since 2014.

NON-AGENDA ITEMS FROM THE BOARD – None

ADJOURNMENT

Commissioner Franklin requested a motion to adjourn. Commissioner Bankston moved for approval and Commissioner Leakey seconded the motion. Votes were given as follows: Commissioner Franklin – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Rose – Not Present; Commissioner Leakey – Aye. Adjournment was approved by majority vote at 5:40 pm CST.

Secretary

Presiding Officer

Seal