

## MINUTES OF HOUSING COMMISSION MEETING

DATE: 22 May 2012  
TIME: 4:00 PM  
PLACE: Housing and Community Development Department  
350 West 6<sup>th</sup> Street, Suite 312, Dubuque, IA 52001

Chairperson Kapler, following staff assurance of compliance with Iowa Open Meeting Law, called the meeting to order at 4:08 pm.

Commissioners Present: David Kapler Dorothy Schwendinger, OSF  
Amy Eudaley Lisa McCallister  
Jim Holz Dorothy Culbertson  
Judie Root

Commissioners Absent: Ricardo Woods Mitzi Krey

Staff Present: David Harris Janet Walker  
Ericka Lessears

Public Present: Amanda Guthmiller and David Wall

### **Review and Certification of Minutes of 17 April 2012 Commission Meeting**

Commissioner Holz moved to approve the minutes. Commissioner Culbertson seconded. Commissioner McCallister abstained. All others present in favor. Motion passed.

### **Correspondence/Public Input**

None

### **Old Business**

None

### **New Business**

#### **Policy Board for Shelter Plus Care Program**

Janet introduced Amanda Guthemiller, who is the Case Manager for Shelter Plus Care at Project Concern and David Wall, who is a participant in the Shelter Plus Care program. She explained how the Shelter Plus Care program works and the differences between it and the Section 8 program. She also explained Project Concern's roles with the program. The Shelter Plus Care program has been operational for 5 years and has been renewed for another year. Janet asked for the Housing Commission to become the Advisory Board for the Shelter Plus Care program, meeting at least quarterly. One requirement for the Board is to have at least one participant on the board, which David Wall has volunteered for. Commissioner Holz motioned to move to approve the request for the Housing Commission plus one participant to act as the Shelter Plus Care Advisory Board. Commissioner Eudaley seconded. All others present in favor. Motion passed.

### **Housing Director/Commissioner Recruitment**

Commissioner Holz gave an overview on his part of the interview process for the Housing Director position. David handed out a chart of attendance of the Commissioners. David also announced that there an open position, as Commissioner Ronek resigned. He asked that the Commissioners recruit others for the Housing Commission.

### **Voucher Leasing/Expenditure**

Janet explained that we can only have a program of 900 and can only issue on a one-on-one basis. The numbers show that only 61% of vouchers issue actually lease up. The highest number we have reached was 890 in January 2012.

### **Information Sharing**

#### **Complaints Received**

Commissioners received a summary of the complaints the Housing Department has received since the last meeting.

### **Adjournment**

There being no further business to come before the Commission, the meeting adjourned at 5:02 pm.

Minutes taken by:



Ericka Lessears

Recording Secretary

Respectfully submitted by:



David Harris

Department Director