

MINUTES OF HOUSING COMMISSION MEETING

DATE: 24 July 2012
TIME: 4:00 PM
PLACE: Housing and Community Development Department
350 West 6th Street, Suite 312, Dubuque, IA 52001

Chairperson Kapler, following staff assurance of compliance with Iowa Open Meeting Law, called the meeting to order at 4:06 pm.

Commissioners Present: David Kapler Dorothy Schwendinger, OSF
Amy Eudaley Judie Root

Commissioners Absent: Jim Holtz Lisa McCallister Dorothy Culbertson

Staff Present: Janet Walker Ericka Lessears Scott Koch

Public Present: Alex Koryna, Iowa Legal Aid

Review and Certification of Minutes of 26 June 2012 Commission Meeting

Commissioner Schwendinger moved to approve the minutes. Commissioner Root seconded. All others present in favor. Commissioner Holtz abstained. Motion passed.

Correspondence/Public Input

None

Old Business

Housing Director

Janet informed the commissioners that the City Manager has selected Alvin Nash as the new director. His projected start date is August 1, 2012.

PHA Plan

Janet informed the commissioners that the PHA Plan was accepted and approved by HUD.

New Business

Section 8 Management Assessment Plan (SEMAP) Report for FY2012

Commissioner Schwendinger asked about question #15 response yes or no and wondered if it was good or bad. Janet explained that is the de-concentration question but with the transfer to our new software, we do not have all the information to answer yes to the question, which would have given us 5 extra points. Commissioner asked about the FSs questions and why we answered N/A to the question. Janet explained that our FSS program is no longer mandatory. Commissioner Holtz moved to approve. Commissioner Root seconded. All present in favor. Motion passed.

Amendment to Administrative Plan Regarding Time Limitations for Felonious Convictions

Janet explained that this is clarification of language used in the administrative plan to provide consistency. Commissioner Holtz moved to approve changes. Commissioner Schwendinger

seconded. All others present in favor. Motion passed.

Information Sharing

Complaints Received

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

Shelter Plus Care Audit

Janet explained that a HUD audit was performed and files were in good condition, however HUD staff indicated she would be reporting a finding due to lack of adequate documentation from the sponsor organization, Project Concern, to justify administrative fees paid to them.

Office of Healthy Homes and Lead Hazard Control Monitoring

A HUD review/monitoring of the program will be conducted on August 1, 2012.

Adjournment

There being no further business to come before the Commission, the meeting adjourned at 4:25 pm.

Minutes taken by:

Ericka Lessears
Recording Secretary

Respectfully submitted by:

Janet Walker
Acting Department Director