

MINUTES OF HOUSING COMMISSION MEETING

DATE: 27 January 2009
TIME: 4:00 PM
PLACE: Housing and Community Development Department
350 West 6th Street, Suite 312, Dubuque, IA 52001

Commissioner Char Eddy, following staff assurance of compliance with Iowa Open Meeting Law, called the meeting to order at 4:01 pm.

Commissioners Present: John Plein Judie Root William Helling
Lynn Sutton Dorothy Culberston Dave Kapler
Char Eddy Dorothy Schwendinger, OSF

Commissioners Absent: Linda Frommelt Jim Holz

Staff Present: David Harris Jessica Kieffer Janet Walker
Cpl. Pablo Ramirez

Public Present: None

Review and Certification of Minutes of 7 October 2008 Commission Meeting

Commissioner Helling moved to approve the minutes. Commissioner Schwendinger seconded. Roll call. Commissioner Eddy abstained. All others present in favor. Motion passed.

Public Input

None

Old Business

None

New Business

Section 8 Management Assessment Program (SEMAP) Certification

Commissioner Kapler congratulated Janet and her staff on their performance and 100% score.

Section 8 Administrative Plan Amendments

- 1. Request for Section 8 Administrative Policy Change to allow Local Preference Points for Step By Step Project and Family Unification and Verification of Local Residency.**

An applicant household that has been referred by Step x Step Project shall receive local preference points in the amount of 5 points. Step x Step Project was designed to empower

individuals with disabilities by offering an affordable and accessible home to foster independent living, personal choice, and cooperative decision-making in a sustainable environment. The request also offers 5 local preference points to youths leaving foster care without adequate housing and provides for verification of local residency points by the Department of Human Services. In addition, the change offers 5 local preference points to families working with the Dept. of Human Services for unification of the family (returning children to the household) and provides for verification of local residency points by the Department of Human Services. Janet explained that the family unification request is in response to a request from the Community Foundation of Greater Dubuque to serve families that lack adequate housing and this lack contributes to the placement of the family's child outside the home; or delays the discharge of the child from out-of-home care back into the family. The other is "youths" age 18-21 yrs who left foster care at age 16 or older and who do not have adequate housing. Adopting these changes will eliminate any unmet service need for the Family Unification Program.

The changes in the forms of verifications allowed for local preference points for residency shall include an applicant's lease or rental agreement, rent receipt, utility bill in the applicant's name and owner/manager statement of verification. The lease agreement, rent receipt and statement of verification must be signed by the owner/manager licensed for the rental unit or according to the property records of the appropriate assessor's office. If the applicant is residing with a parent/guardian as a member of the household and verification of the rental household can be verified by a lease agreement or owners' statement, the applicant will qualify for local preference points for residency.

2. Request for Section 8 Administrative Policy Change to deny assistance for manufacturing/producing meth at an assisted unit.

Janet discussed that this request removes the "conviction" of manufacturing or producing meth at an assisted housing unit to "identified by the City of Dubuque Police". Language change is suggested due to plea bargaining and length of time to process through the court system. Commissioner Schwendinger questioned if everyone in the household is held to the same rejection. Janet explained that the person would have the right to appeal.

3. Request for Section 8 Administrative Policy Change to eliminate interim change requirements.

Janet explained that this request removes interim income changes and requires participants to report all income at the time of annual recertification with the exception of changes in family composition requiring an interim change according to HUD regulations. Better defines error corrections made either by participant or the Housing Agency. Better defines repayment agreements and offers participants the chance to repay amounts received rather than be terminated.

Commissioner Helling motioned to approve all three Section 8 Administrative Plan Amendments. Commissioner Eddy seconded. All present in favor. Motion approved.

Approval of Family Self-Sufficiency Grant

HUD has awarded the City of Dubuque's Family Self-Sufficiency Program \$68,847 to continue with a comprehensive program to help participating individuals develop the skills and experience to enable them to obtain jobs that pay a living wage and to put them on a path toward self-sufficiency.

Information Sharing

David shared the many successes of the Washington initiative. Commissioner Kapler stated that he was impressed by the list of accomplishments in response to the downtown neighborhood issues.

Janet placed an ad in the Golden View newspaper to reach out to Senior Citizens and to notify them about the Section 8 Housing Assistance Program. She passed around a copy of the advertisement for all to view.

Adjournment

There being no further business to come before the Commission, Commissioner Helling moved to adjourn the meeting at 4:19PM. All present in favor.

Minutes taken by:



Jessica Kieffer

Recording Secretary

Respectfully submitted by:



David Harris

Department Director