

**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 22, 2021 - 5:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Monday, February 22, 2021 at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. Due to the COVID-19 pandemic, this meeting was also held via Zoom (telecommunication) and was called to order at 5:00 p.m.

Commissioners Present: Chairman Timothy Schweizer
Commissioner Dan Long
Commissioner William Gass

Commissioners Absent: Commissioner Luckist Turner

Staff Present:

| | |
|----------------------|-------------------------------|
| Jackie Newman | Executive Director |
| Melissa Huffstedtler | Deputy Director |
| Michelle Sergent | Director of Finance |
| Renee Bell | Director of FSS |
| Wendy Mendenhall | Director of Human Resources |
| Joe Antonacci | Director of Mod/Development |
| Adrienne Grover | Director of Section 8 |
| Robin Dowis | Asset Manager |
| Darryl Jones | Asset Manager |
| Becky Stehman | Asset Manager |
| Stacy Huebsch | Finance Manager |
| Jessica Watson | Contract Administrator |
| Tamiko Bilbro | HCV Manager |
| David Herman | Giffin and Winning (Attorney) |
| Samantha Bobor | Giffin and Winning (Attorney) |
| Dean Olson | SJ-R |
| Brenda Bruner | Executive Assistant |

CHAIRMAN'S REMARKS

Chairman read the following comment:

This meeting is being conducted electronically pursuant to Executive Order 2020-07 signed by Governor Pritzker and guidance provided by Legal Counsel. More importantly, based on what we know now about the coronavirus pandemic and prudent precautions as a result thereof, this meeting is being conducted in a way to provide the maximum amount of protection to our Board, staff and the community. We apologize for any

*inconvenience to anyone, but we ask for your understanding and compliance temporarily.
Thank you.*

Chairman turned the meeting over to Director Newman.

EXECUTIVE DIRECTOR'S REMARKS

Director highlighted a few items from her report that was submitted to the Board prior to the meeting. There are as follows:

- Spoke of the annual Executive Staff retreat that was held February 17-19. A section was held for the Section 3 program, to discuss upcoming updates.
 - Working with CFR, we will work on revamping our policies, internal IT policy, and Divisional Action Plan.
- As we look at COVID-19, we are looking at national disparity impact, what are the needs, and the fact that we have approximately 4K on our housing waiting lists. We work to persevere, protect and expand affordable housing.
 - What will our agency look like post-COVID?
 - We will have a soft-reopening on April 5th
 - Working to educate staff on this reopening and

With that, Director Newman stated her written report (submitted to the Board via email) stands as submitted.

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – December 14, 2020

MOTION TO APPROVE: Commissioner Turner

SECOND: Commissioner Long

DISCUSSION: Commissioner Gass asked about receiving a copy of the correspondence that was sent to the City regarding the Resident Commissioner vacancy on the Board. Director Newman stated that the Mayor's office is aware of the vacancy and are working to get it filled. Attorney Herman ask that the conversation be moved to the "Board Comment" section of this meeting.

VOTES IN FAVOR: Schweizer and Long

VOTES AGAINST: Gass

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 3420: APPROVING A CONTRACT MODIFICATION FOR LEGAL SERVICES WITH THE LAW FIRM OF GIFFIN, WINNING, COHEN, AND BODEWES P.C. FOR

GENERAL COUNSEL SERVICES IN ADDITION OF FIFTY-EIGHT THOUSAND DOLLARS (\$58,000.00)

MOTION TO APPROVE: Commissioner Long
SECOND: Chairman Schweizer

DISCUSSION: Michelle reported that this is a 12-month contract and the item for the board this evening is an amendment that will allow us to meet this contract that ends July 31, 2021. Prior to this end date, we would come before again with a new resolution for this service.

VOTES IN FAVOR: Schweizer, Long, and Gass
VOTES AGAINST: None

RESOLUTION NO. 3421: APPROVING RECORDING THE SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) REPORT FOR THE PERIOD COVERING JANUARY 1, 2020 THROUGH DECEMBER 31, 2020

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Gass

DISCUSSION: Adrienne Grover stated that this a report that is submitted annually, for the previous year. The scoring we received for 2020 was 95%.

VOTES IN FAVOR: Schweizer, Long, and Gass
VOTES AGAINST: None

RESOLUTION NO. 3422: APPROVING CHANGE ORDER #1 WITH HENSON ROBINSON COMPANY FOR IFB 2020-10 AMP 3 UPGRADES IN THE AMOUNT OF THIRTY THOUSAND FIVE HUNDRED FORTY-NINE DOLLARS AND NO CENTS (\$30,549.00)

MOTION TO APPROVE: Commissioner Long
SECOND: Chairman Schweizer

DISCUSSION: Joe stated that the original resolution is for the upgrade of the boilers and pumps, which has increased the efficiency in the units to 96%. The additional funds requested will complete this project for these upgrades. However, will receive have this money back from Ameren because of these new efficiency units being installed.

VOTES IN FAVOR: Schweizer, Long, and Gass
VOTES AGAINST: None

RESIDENT COUNCIL REPORTS

None.

PUBLIC COMMENTS

None.

BOARD COMMENTS

Commissioner Gass stated that he's requesting that an ordinance be added to the next meeting agenda to be able to review and vote on the following:

- That the PHA must copy all billable compensation/expense statements/vouchers to SHA Board that involve SHA employees.

CLOSED/EXECUTIVE SESSION

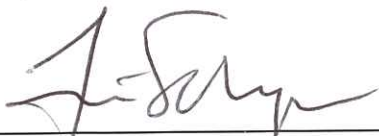
At 5:29pm, motion made by Commissioner Long and seconded by Chairman Schweizer to go into a Closed/Executive Session.

ADJOURNMENT

Motion was made to adjourn and the vote was unanimous in favor of the motion.

Minutes Respectfully Submitted By:
Brenda S. Bruner, Executive Assistant

Approved by:



SHA Board Chairman

March 29, 2021
Date



SHA Board Secretary

March 29, 2021
Date