

**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS****MONDAY, August 26, 2024 - 5:00 P.M.**

The SHA Board of Commissioners held a Regular Meeting on Monday, August 26, 2024, at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. This meeting was held in person and via Zoom (telecommunication) and was called to order at 5:01 p.m.

Commissioners Present:

Chairman Tim Schweizer
Commissioner Dan Long (virtual)
Commissioner Luckist Turner
Commissioner Joshua Johnson

Staff Present:

P	Dr. Jackie Newman	Executive Director
P	Melissa Huffstedtler	Deputy Director
P	Wendy Mendenhall	Director of Human Resources
P	Michelle Sargent	Director of Finance
A	Troy Boyer	Director of Mod/Dev
P	Sarah Wallman	Director of Self-Sufficiency Programs
A	Karen Cliburn	Budget Manager
A	Stacy Huebsch	Finance Manager
P	Kylie Jackson	Asset Manager
A	Sontae Massey	Asset Manager
A	Kyle Winton	Asset Manager
P	Latina Faulker	HCV Manager
P	Adrienne Kipp	ROSS Coordinator
P	Alan Brinkoetter	Construction Manager
P	Samantha Bobor	Giffin Winning Cohen & Bodewes (Attorney) (virtual)

CHAIRMAN'S REMARKS

Chairman Schweizer called the meeting to order at 5:01 p.m. and turned the meeting over to Director Dr. Jackie L. Newman.

EXECUTIVE DIRECTOR'S REMARKS

Director Newman provided the Board with a written report. In addition, she provided information to the Board that the SHA received a \$500k grant award from the Environmental Protection Agency. She stated the SHA will upgrade siding, windows, and doors. The work must be completed by June 30, 2025. Director Newman provided an update to the Board about that status and progress at Hildebrandt High Rise as a result of the recent fire. Director Newman advised the Board that the SHA staff continues working through logistics with the insurance carrier, and HUD about potential next steps for Hildebrandt. Staff will continue to work with the insurance adjusters. Director Newman provided an update about the status of the challenges with elevators at Bonansinga. It is anticipated that new elevators will be installed over the next year. Director Newman invited Deputy Director, Melissa Huffstedtler, to provide details on the EPA grant.

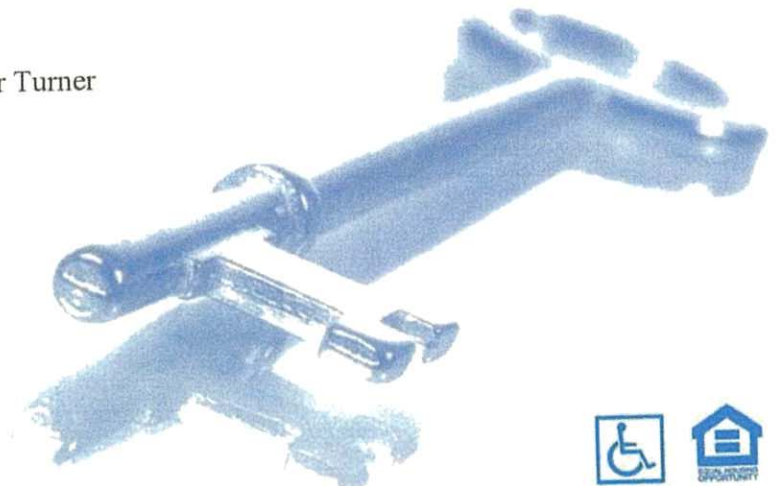
Melissa Huffstedtler, Deputy Director, provided details to the Board on the Environmental Protection Agency grant received for Johnson Park. Deputy Huffstedtler stated to the Board that SHA applied for and received the maximum grant amount. Deputy Director Huffstedtler further indicated that SHA learned of these available funds during a session by HUD at the NAHRO Conference earlier this year in Washington, D.C. and that sometimes, funds are appropriated through the State and Housing Authorities and are for eligible applicants.

APPROVAL OF PAST MEETING MINUTES

July 22, 2024

MOTION TO APPROVE: Commissioner Turner

SECOND: Commissioner Johnson



DISCUSSION: Chairman Schweizer noted that Commissioner Long could express how he would have voted if present, however, SHA Attorney Samantha Bobor will provide further guidance and information on the requirements of attending virtually.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #3622 – Approving the Revised Personnel Policy Manual for the SHA.

DISCUSSION: - Chairman Schweizer asked Director Newman were we going to table the resolution and received clarification from Attorney Bobor of how to proceed with discussion prior to the vote to table the resolution.

Director Newman advised that SHA would be asking the Board to table this resolution after receiving a late e-mail from representatives of AFSCME. Director Newman stated that Director of Human Resources, Wendy Mendenhall, is prepared to provide further detail and discussion relative to this resolution.

Director of Human Resources, Wendy Mendenhall, advised the SHA Board that in accordance with the Personnel Policy and Bargaining Union Contracts, the policy was posted for comments from August 12, 2024 through August 22, 2024 and no comments were received by any SHA staff persons or by any of the Bargaining Unions during the comment period. Director Mendenhall stated that AFSCME notified the SHA today (August 26, 2024) at noon of their demand to bargain over the Personnel Policy changes, as it is AFSCME Union's position that several of the changes directly conflict with their contract language. The SHA does not agree there are conflicts between the proposed draft Personnel Policy modifications and the collective bargaining agreements. Director Mendenhall indicated to the Board that in an effort to provide AFSCME an opportunity to discuss what and which specific sections of the drafted proposed Personnel Policy AFSCME feels conflicts with the contract by and between the SHA and AFSCME, SHA has provided dates to sit down with AFSCME to discuss some discussion days beginning this week. Director Mendenhall indicated to the Board that in light of SHA is requesting to Table this resolution and move it forward to the next regularly scheduled Board meeting in September. Director Mendenhall

indicated that she would still like to provide the Board with a high-level overview of the proposed changes incorporated within the Personnel Policy.

Wendy Mendenhall, Director of Human Resources, provided a high level overview of the changes incorporated within the Personnel Policy and advised the last policy was updated effective September 1, 2009. Director Mendenhall reviewed the changes in each section of the proposed personnel policy. These changes consist of clean up verbiage. For example, Department to Division; you/your/you're to employee(s) or they/them/their. Additionally, Director Mendenhall discussed those portions of the proposed policy that have been updated/changed in accordance with laws, Illinois Human Rights Act, and the Fair Labor Standards Act, OSHA, Illinois Paid Leave For All Workers Act, Ethics Ordinance, etc. as well as the portions of the proposed policy that have been updated/changed to ensure consistency and compliance with SHA's and AFSCME's arbitration decision. After discussion by Director Mendenhall and the SHA Board, the following action was taken.

MOTION TO TABLE: Commissioner Turner

SECOND: Commissioner Johnson

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #3623 – Approving the Local Government Travel Expense Act in Compliance with Public Act 099-0604

DISCUSSION: - Chairman Schweizer indicated in light of the fact that this resolution is tied to the previous resolution, we will entertain a motion to table this resolution as well.

MOTION TO TABLE : Commissioner Johnson

SECOND: Commissioner Turner



VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESIDENT COUNCIL REPORTS - NONE

PUBLIC COMMENTS – NONE

BOARD COMMENTS – NONE

OTHER COMMENTS – Michelle Sergent, Director of Finance, advised the Board of the SHA's Annual Audit performed by Rector, Reder & Lofton. Director Sergent provided a broad overview of the audit and indicated she could have the lead auditor, Dale Rector, available to speak with the Board at the Board's request. Director Newman advised the Board she will provide them with a copy of the report at the conclusion of this meeting.

ADJOURNMENT

There being no further business to come before the SHA Board of Commissioners, Commissioner Turner motioned to adjourn. This was seconded by Commissioner Johnson.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

The meeting adjourned at 5:47 p.m.





**SPRINGFIELD
HOUSING
AUTHORITY**

Changing lives one key at a time

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Respectfully Submitted By:

Angela West, Executive Office Administrator

Approved by:

SHA Board Chairman

September 30, 2024

Date

September 30, 2024

SHA Board Secretary

