

MINUTES

DUPAGE HOUSING AUTHORITY
BOARD OF COMMISSIONERS
September 16, 2021

Pursuant to executive order 2021-15 signed by Governor Pritzker and guidance provided by legal counsel, DuPage Housing Authority conducted this meeting by use of electronic means using Zoom, without a physical quorum present in the boardroom.

In Attendance: DHA Commissioners, Dru Bergman, Dawn DeSart, Jessica Garmon, Stefanie Hood, Candace King and Chairperson Ingram.

Also present were Executive Director Kenneth Coles; Finance Manager Christine Celeste-Wade; Special Counsel Eric Hanson; and Sr. Administrative Assistant Susan Martin.

1. CALL TO ORDER

The meeting was called to order by Chair Ingram at 8:47 a.m.

2. ROLL CALL

A roll call of 6 Commissioners confirmed a quorum.

3. PUBLIC COMMENT

There were no public comments.

4. APPROVAL OF MINUTES

Commissioner Garmon made a motion, seconded by Commissioner Hood, to approve the minutes of August 19, 2021. The motion carried unanimously.

5. FINANCIAL REPORT

Finance Chairman Bergman reported on developments including:

- The Finance Committee met on Sept. 14, 2021.
- Discussion on Admin Cash. Discussion of Port Accounts Receivable.
- There were 2 FSS graduates.
- Audit is moving forward.
- Cyber liability insurance coverage confirmation for all internal equipment; additional steps such as two-factor authentication/VPN connection needed for external devices.

6. EXECUTIVE DIRECTOR'S REPORT

SEMAP report delivered to HUD.

7. UNFINISHED BUSINESS

There was no unfinished business.

8. NEW BUSINESS

- Resolution 2021-17 Admin Plan Revisions. A revision to give the ability for informal hearings to be virtual. Commissioner Garmon made a motion, seconded by Commissioner DeSart, and the motion carried unanimously.
- Resolution 2021-18 Non-renewal of PBV HAP Contract with Senior Home Sharing. The contract never should have been initiated using project-based vouchers; it is expiring. Commissioner King commented that she once had conversation with the Executive Director of SHS and therefore will abstain from voting. Commissioner Garmon made a motion, seconded by

Commissioner Bergman, and the motion carried with five (5) ayes, and one abstaining.

- Resolution 2021-19 Approval of Amendments to 401K/457b Retirement Plans. Attorney Hanson commented this action takes care of the administration process due a year ago. Commissioner DeSart made a motion, seconded by Commissioner Garmon, and the motion carried unanimously.
- The Board decided to hold a virtual meeting to cover succession and strategic planning on Monday, Oct. 18th from 8 a.m. until noon.

9. EXECUTIVE SESSION

Commissioner DeSart made a motion, seconded by Bergman to recess into Executive Session to discuss personnel (Section2 (c)(11)), with no return to public session. The motion carried unanimously, and the Board recessed into executive session at 9:17 a.m.

Respectfully Submitted,

Susan Martin

Sr. Administrative Assistant/Recording Secretary