

**MINUTES OF THE BOARD OF
COMMISSIONERS OF THE DUPAGE HOUSING AUTHORITY
Thursday November 17, 2022**

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.

Roll Call:

The Chair called the meeting to order, the following members of the Board being present:

John Berley	Vice Chairman	Virtual attendance
Dru Bergman	Commissioner	Virtual attendance
Dawn DeSart	Commissioner	Virtual attendance
Jessica Garmon	Commissioner	Virtual attendance
Stefanie Hood	Commissioner	Virtual attendance
Candace King	Commissioner	Virtual attendance

The following others were also present:

Cheron Corbett	Executive Director	Virtual attendance
Byron Williams	Comptroller	Virtual attendance
Eric Hanson	Special Counsel	Virtual attendance
Susan Martin	Admin Assistant	Virtual attendance

The Chair declared the presence of a quorum and the meeting began at 8:48 a.m.

Public Comments:

There were no public comments.

Approval of Minutes:

DeSart made a motion, seconded by Garmon to approve the minutes of Oct. 20, 2022. The motion carried unanimously as amended with minor sentence change requested by King.

Financial Report:

- The Finance Committee met on Nov. 15th and reviewed the last four (unclosed) monthly Income Statements. The Finance Dept. is making great progress and moving in the right direction.
- Jordan Boehm from CLA presented a conceptual discussion regarding the FY2022 audit. An RFP will go out for new auditors following that audit. The REAC deadline for HUD is March 31, 2022.
- BDO will deep dive into the data that QAD needs, and a draft is expected tomorrow. BDO can provide a training for the commissioners next month. The Finance Committee requests training, guidance, and clarity of the definitions of federal and non-federal funds. A discussion of the Cares Act funding ensued.
- Cutler Financial Group, Inc. provided a presentation to the Finance Committee on the DHA 401A and 457 retirement plans. They discovered an excess amount of funds in the forfeiture account and recommended DHA use this to either reduce fees or cover owed contributions. By consensus the Finance Committee recommends the Board pass the resolution to approve reallocation of the Empower forfeiture funds.

Executive Director's Update

The HUD payment standards were explained. Going forward, payment standards and utility allowances will be presented to the Board in Sept. to be in Yardi for January 1st processing. Other topics covered: upcoming changes in the employee handbook, DuPage County Interactive Map, language translation of information, employee promotions, mental health training and real estate development.

Attorney Hanson addressed the status of electronic meetings. The Board wishes to continue this topic in January.

Presentation of Resolutions:

RESOLUTION NO. 2022-16

Acceptance of the DHA HUD Payment Standards. A motion made by DeSart, seconded by King and it passed unanimously based upon the following provisions: No payment standard should be less than the final FY2022 SAFMR to ensure we do not create a cost burden for our existing clients/future participants. No final payment standard for 2023 should exceed the HUD FY2023 SAFMR, whereas the existing final FY2022 SAFMR was less than HUD's FY2023 SAFMR.

RESOLUTION NO. 2022-17

Acceptance of the DHA Utility Allowance Schedules. A motion to table this resolution until the next meeting was made by King, seconded by Bergman.

RESOLUTION NO. 2022-18

Approval of the Amended Employee Personnel Handbook. A motion to table this resolution until the next meeting was made by King, seconded by Garmon.

RESOLUTION NO. 2022-19

Approval of the 2023 DHA Board Schedule. The only change to the schedule is that the start time has been moved from 8:45 a.m. to 9 a.m. A motion made by Bergman, seconded by Garmon and it passed unanimously.

RESOLUTION NO. 2022-20

Approval to Reallocate Empower Plan-02 401A (Forfeiture Funds). A motion made by DeSart, seconded by Garmon and it passed unanimously.

Executive Session

Garmon made a motion, seconded by DeSart, to recess into Executive Session to discuss Litigation (Section2(C)(11)) issues, with no return to public session after the executive session. The motion carried unanimously, and the Board's public session ended at 10:01 a.m.

Susan Martin
Recording Secretary