

Jackson Housing Commission

Regular Meeting
February 21, 2018
12:00pm

The Jackson Housing Commission Board of Commissioners held a Regular Meeting on February 21, 2018 in the Reed Manor Board Room. Vice-President Woods called the meeting to order at 12:05pm. Upon roll call the following commissioners were present: Michelle Woods, Gerald Montgomery, James Stark, Caroline Parker and Daniel Greer.

Also present were:

Laurie Ingram, Executive Director
Shari Boyce, Section 8 Program Director
Tremachel Johnson, Finance Director
Chelsea Poole, Executive Secretary

18-02-21-01 Public Comments

A JHC retiree voiced concern regarding the renewal of benefits.

18-02-21-02 Approval of the Minutes of the Regular Meeting held January 17, 2018

Commissioner Montgomery **MOVED** to approve the Regular Meeting Minutes of the Board of Commissioners meeting held January 17, 2018. Commissioner Parker **SECONDED** and upon voice vote the motion was adopted:

AYES: M. Woods, G. Montgomery, J. Stark, C. Parker, D. Greer

NAYS: None

ABSTAIN: None

ABSENT: None

18-02-21-03 Approval of Previously Paid Liabilities: January 2018

Questions were asked regarding previously paid liabilities.

Commissioner Montgomery **MOVED** to approve Previously Paid Liabilities for January 2018. Commissioner Parker **SECONDED** and upon voice vote the motion was adopted:

AYES: M. Woods, G. Montgomery, J. Stark, C. Parker, D. Greer

NAYS: None

ABSTAIN: None

ABSENT: None

18-02-21-04 Resolution No.2018-04: Approval Collection Losses- February 2018

Commissioner Greer **MOVED** to approve the Collection Losses in the amount of \$2,213.74 for February 2018. Commissioner Montgomery **SECONDED** and upon roll call the motion was adopted:

AYES: M. Woods, G. Montgomery, J. Stark, C. Parker, D. Greer

NAYS: None

ABSTAIN: None

ABSENT: None

18-02-21-05

Director's Reports

Staff discussed the Section 8 and Public Housing Programs.

Section 8

A. Leasing HAP Utilization Report

Public Housing

B. Tenant Accounts Receivables

C. Move Outs

D. Vacant Unit Turnaround

Mr. Stark recommended that maintenance/housing manager closely monitor the effectiveness of pest abatement, as well as inform the Executive Director of extenuating circumstances. Ms. Ingram advised that pest control services are being re-procured.

Executive

E. Income Statement

F. PH Income Statement

G. Petty Cash Fund Register

H. After Hours/Emergency Response Report

I. Utility Costs and Consumption

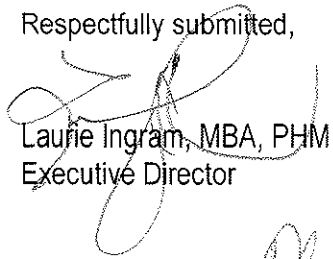
18-02-21-06

Other Business

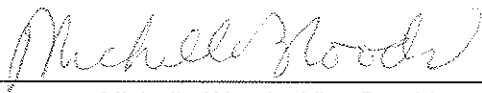
- Ms. Ingram informed the Board that the Community Living Room (CLR) is opening next month. She also mentioned that community partners are being sought to provide meals at the location. Anthony Gittens, one of two Resources Specialists for the CLR was in attendance and shared information regarding activities for residents.
- The Board was invited to attend the Bridges Out of Poverty Training to be held March 8, 2018 in the Reed Manor Community Room. Also, a De-Escalation Training is scheduled for, March 7, 2017 in the Reed Manor Community Room.
- Ms. Ingram and Ms. Johnson will receive critical finance training directly from HUD, March 7-9, 2018 in Las Vegas.
- Ms. Ingram made the board aware that JHC's Troubled Status designation was returned to Standard Performer after reporting errors were corrected. Ms. Ingram will contact the HUD Field Office for assistance, if the pending EPC approval is not received by the end of the week.
- Elections for Board officers will be held at the Annual Meeting April 25, 2018.

The Regular Meeting held February 21, 2018 adjourned at 1:13pm.

Respectfully submitted,



Laurie Ingram, MBA, PHM
Executive Director

ATTESTED: 
Michelle Woods, Vice-President

