

DRAFT

WINNEBAGO COUNTY HOUSING AUTHORITY MINUTES

Tuesday, April 23, 2024

Main Office

3:00 p.m.

COMMISSIONERS PRESENT: Rober Keller, Chairperson
Rebecca Hackett, Vice Chairperson
Betsy Ellenberger

COMMISSIONERS ABSENT: Scott Waterworth
Jesse Coates

STAFF PRESENT: Wendy Fromm, Executive Director
LuAnn Ziebell, Finance Manager
Lora Southworth, Operation Manager
Michelle Lunde, HR Generalist

OTHERS PRESENT: None

1.) Call to Order: Roll Call

Chairperson Keller called the regularly scheduled meeting to order at 3:03 p.m.

2.) WCHA Minutes of the Regular Meeting Held on March 25, 2024

Chairperson Keller directed the Commissioners to review the meeting minutes of the joint OHA/WCHA Board Meeting held on March 25, 2024. With no corrections or questions, Ms. Ellenberger moved, seconded by Ms. Hackett, to approve the minutes of the joint March 25, 2024 meeting as presented. Motion carried 3-0 on a voice vote.

3.) Public Comment Period

There were no public comments.

4.) Finance

a.) Accounts Payable Report from March 2024

Ms. Fromm presented the Accounts Payable report from March 2024 and there were no questions. (A nursing student from UW Oshkosh joined the meeting at 3:09 pm).

5.) Report of the Executive Director

a.) Monthly Tenant Accounts Receivable Report and Monthly Vacancy Report

Ms. Fromm reviewed the monthly Tenant Accounts Receivable (A/R) report and Vacancy reports and responded to questions.

The A/R spreadsheet currently shows accounts receivable 90+ days old is \$7,498.74. Only \$30.00 is for WCHA. Accounts receivable that are 61-90 days old is \$1,732.37 only \$230.00 is for WCHA.

The monthly vacancy report shows only three vacancies for the Winnebago County Housing Authority (WCHA) and 23 for the Oshkosh Housing Authority (OHA). Currently HUD shows the WCHA Public Housing occupancy rate at 100%.

b.) Update on Housing Authority Owned Property and/or Projects

Foxview:

Ms. Fromm stated everything was good.

Riverside:

Ms. Fromm stated everything was good.

WCHA Scattered:

Ms. Fromm stated that some roofs need to be replaced and we are waiting for a report back from Mr. Foley.

c.) Housing Choice Voucher

Ms. Southworth reported there are currently 404 regular vouchers, twenty-eight Project Based Vouchers, four VASH Vouchers, two port-out and four port-in. Twenty-six Mainstream and eleven Tenant Protection Vouchers (TPV's) are in use. Total number of vouchers under contract is 473.

d.) Agency Matters

- **Main Office Update**

Ms. Fromm welcomed the commissioners to the new main office. Ms. Fromm stated that Mr. Foley is working with the city to move the bus stop in front of our building, allowing easier access to the building for our clients. Ms. Fromm presented the new logo to the commissioners. The meeting was followed by a tour of the new building.

- **Lakeland Care Plus Update**

Ms. Fromm stated we continue to work with Lakeland Care Plus, Lakeland will be attending the June all Staff meeting for employee engagement activities.

6.) Discussion

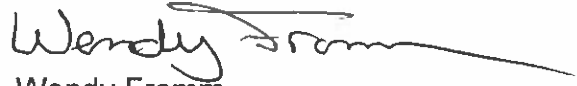
a.) WCHA May Board Meeting: May 21, 2024, 3:00 PM

The WCHA May Board Meeting will be held on Tuesday May 21, 2024, at 3:00 pm in the Oshkosh Housing Authority's main office.

7.) Adjournment

Having completed the agenda, Ms. Hackett moved, seconded by Ms. Ellenberger, to adjourn the meeting. Motion carried 3-0 on a voice vote. The meeting was adjourned at 3:37 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Wendy Fromm", with a long horizontal flourish extending to the right.

Wendy Fromm
Executive Director
Winnebago County Housing Authority

APPROVED