

Pursuant to Executive Order 2020-15 signed by Governor Pritzker and guidance provided by legal counsel, the Lake County Housing Authority conducted this meeting by audio and video conferencing without a physical quorum present in the boardroom. Executive Order 2021-15, paragraphs 7 and 9 declare the entire State of Illinois as a disaster area per Section 4 of the Illinois EMA Act. Lake County Housing Authority has determined an in-person meeting is not practical or prudent at this time because of the declared disaster. Public access to this meeting was available as follows: Call: 1 312-626-6799 and Enter Meeting ID 893 2281 7211.

Consequently, the December 16, 2021, Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake was held as a teleconference *for discussion only* via the Zoom platform. A public notice of the meeting and the opportunity for telephonic access by the public has been posted on LCHA's social media and website (www.lakecountyha.org).

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held December 16, 2021, *for discussion only*, via Zoom and at the Lake County Housing Authority Central Office, 33928 North US Highway 45, Grayslake, IL 60030.

(Commissioners participated in this Board Meeting via teleconference.)

Present: Dr. H. Lee Jordan, Jr., Chairman
Kevin Considine, Vice Chairman

Absent: Beverly Mull, Commissioner
John Idleburg, Commissioner
Susan Malter, Commissioner

LCHA Staff physically present at 33928 North US Highway 45, Grayslake, IL 60030.
Lorraine Hocker, Executive Director/CEO
Ofelia Navarro, Deputy Director
Khadija Darr, Chief Financial Officer
Valerie Rogers, Executive Secretary

Posting of the notice of this meeting and agenda complied with the requirements of the Open Meetings Act (5 ILCS 120/2.02(a)). The notice and agenda were posted prior to 12:30 p.m. on Tuesday, December 14, 2021, at the principal office, 33928 North US Highway 45, Grayslake, IL 60030 and on the Agency's website, www.lakecountyha.org.

ROLL CALL

Noting that a quorum of Commissioners was **not** present, Chairman Jordan stated discussions and reports would be allowed but no votes would be taken. Dr. Jordan called the meeting to order at 12:33 p.m. Roll call was taken, and the following Commissioners were present: Considine, Jordan. Absent: Idleburg, Malter, Mull. Two (2) commissioner positions are vacant.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENT

Public comments were accepted by email at publiccomment@lakecountyha.org or by leaving a voice message at (847) 223-1170 ext. 2320. Comments received by 9:00 a.m. on December 16, 2021, are to be read at the appropriate time in the agenda. No public comments were received. Chairman Jordan opened the floor for public comment. No one requested to be heard.

NEW BUSINESS – Discussion Only

Approval of Regular and Annual Board of Commissioners Meeting Dates – CY 2022

The schedule of Regular and Annual Board meetings of the Board of Commissioners for CY 2022 was presented.

To help mitigate and reduce any unnecessary exposure and spread of Coronavirus Disease 2019 (COVID--19), in accordance with Public Act 101-0640 and until the rescission of the Gubernatorial Disaster Proclamation, meetings will be held by audio conference without the physical presence of a quorum of the LCHA Commissioners. Access codes for the audio conferences will be published on LCHA's website.

Meetings will be physically attended at the Central Office, 33928 North US Highway 45, Grayslake, IL by at least one member of Lake County Housing Authority's chief administrative officers, unless not feasible due to the disaster.

Meetings will begin no earlier than 12:30 p.m. or as soon as a quorum of Commissioners is established.

The July date is earlier (July 7, 2022) to meet HUD reporting requirements for our PHA plan. (Exhibit 13)

Authorizing the Acceptance of The Grant and to Enter Into the Funding Agreement for IHDA's Housing Stability Services (HSS) for The Illinois Rental Payment Program (RPP) 2.0

IHDA Illinois Rental Payment Program 2.0

In April 2021, the Illinois Housing Development Authority (IHDA) launched the Illinois Rental Payment Program (ILRPP), an emergency rental assistance program designed to support households that are unable to pay rent due to the COVID-19 pandemic.

On 3/25/21, by Resolution 2021-40, the Board approved acceptance of a Grant for ILRPP in the amount of \$140,00 and entering into the funding agreement.

LCHA has been provided an opportunity to accept an additional Grant of \$140,00 for this program and is seeking the Board's approval. (Exhibits 14, 15)

Approving Waivers Applicable to Covid-19 Issued by HUD Per PIH 2021-14 (HA), 05/04/2021

HUD issued Statutory Waiver notices during COVID that LCHA adopted. We previously identified specific Waivers (Resolution 2020-60 and 2021-12). This Resolution approves the extension of such waivers per the PIH Notice 2021-14 (HA), issued on May 04, 2021, to cover LCHA. (Exhibit 16)

Approval of Merit and Bonus Range Calculation for staff

The evaluation process for staff has begun. We seek approval for the attached merit increases for 2022 and bonuses for 2021. (Exhibits 17,18)

Approval of the Memorandum of Understanding (“MOU”) Between Lake County Housing Authority and Chase Bank

Chase Bank is proposing a formalization of the relationship between LCHA’s Housing Counseling program and their regional lending team. Housing Counselors have been providing Pre-Purchase clients with information on Chase Bank’s varying lending programs for 3+ years as part of the standard information offered to these clients regarding down payment assistance and local mortgage offerings. Noting this, Chase’s Community Outreach and Community Reinvestment Act teams have suggested the attached payment structure wherein they will provide \$500 per client referred to Chase after meeting the HUD standard of Pre-Purchase counseling. This \$500 stipend will be in addition to the hours billed to the existing HUD grant and will provide supplemental income for the Housing Counseling Pre-Purchase program.

Counselors will still be required to conduct themselves in the manner outlined in the National Industry Standards for Homeownership Education and Counseling and follow the mandates within HUD’s Housing Counseling Handbook 7610.1 (current version). Lender steering will not be allowed, and only clients who meet the Chase Mortgage program requirements will be provided information on Chase’s mortgage matrix. (Exhibits 19, 20)

FINANCE REPORT

The list of bills for November and December 2021 and the financial report were provided by Chief Financial Officer Khadija Darr.

- Financial Report 12/14/21, See Exhibit 10
- List of Bills November 2021, See Exhibit 11
- List of Bills December 2021, See Exhibit 12

CFO Khadija Darr stated this report is the first month of the fiscal year. She stated areas of concern to monitor are the public housing maintenance costs Khadija stated the COCC shows a deficit due to the timing recognition of income. The agency overall is in good standing.

REPORTS

The following reports for November 2021 were provided.

- Public Housing Zachary Stone, Director of Facilities
(Exhibit 01)
- Procurement..... Zachary Stone, Director of Facilities
(Exhibit 02)

Property Disposition.....	Derek Eovaldi, Property Disposition Coordinator (Exhibit 03)
Housing Choice Voucher, PBV ¹ , Portability & Collections	Jennifer Ferguson, Director of HCV & Compliance (Exhibit 04)
FSS ² , Housing Counseling, Mainstream Vouchers & FUP ³	Heidi Semenek, Director of FSS & Special Programs (Exhibit 05)
FOIA/OMA ⁴ , Travel-Training	Valerie Rogers, Executive Secretary/FOIA & OMA (Exhibit 06)

Other Matters

1. LCHA has collected five (5) boxes of toys for our Toys for Tots distribution for our FSS participants. Distribution will be taking place on Wednesday, December 15th.
2. The schedule of paid holidays/office closures for 2022 is finalized. (See Exhibit 07)
3. LCHA welcomed new staff:

The Director of Human Resources & Operation, Kim Disalvo began on 12/6/21. Her knowledge in her field is evident and she is steadfast on engaging with staff and supporting appropriate processes.

The Manager of Capital Improvements and Procurement, Norma Carlon began on 11/29/21. Norma is revising and executing all vendor service agreements and contracts as they expire.

4. LCHA's new IT vendor, Webit Services came on board 11/1/21. They are learning our hardware & software systems to better assist us.
5. Public Housing has completed all 161 Pre-REAC Inspections. Maintenance staff are addressing the resulting work orders.
6. SEMAP Certification, per HUD and PIH 2020-33, will roll-over the scores from the previous year, which would be **High Performer**. Resolution 2020-19. (See Exhibit 08)
7. **COVID19:**
Staff members are healthy, many working towards their Boosters/Vaccines.
No known cases involving tenants or staff.
Status remains unchanged with limited in-person meetings. Anticipating re-open to the public with limitations April 2022.
8. **Housing Counseling/FERA Staff:**
We plan on moving and occupying Midlothian Manor, Lake Zurich as office space, January 2022 for our presently over-crowded FERA (Federal Emergency Rental Assistance) staff. FERA is operated

¹ Project-Based Vouchers

² Family Self-Sufficiency Program

³ Family Unification Program

⁴ Freedom of Information Act. Open Meetings Act.

through a contract between Lake County and LCHA. To date, the LCHA FERA staff has approved \$5M to over 1,000 families and has approximately \$3M yet to distribute. LCHA anticipates an additional \$5M contract for 2022.

9. Section 18 Demo/Disposition of Public Housing units will continue to move forward in 2022

Commissioner Roundtable – Discussion

Commissioner Considine reported over the last 8 months, Lake County Partners has been leading the county through the creation of a new comprehensive economics development strategy as specifically defined by the federal economic development administration. Some of the most significant recommendations:

- Housing and an increase in housing units

- Affordable housing being chief among them

- Educational obtainment

- Increasing availability of early childhood education

- Increase College participation specifically among low-income students of color

Vice Chair Considine noted thus far, primary goals and initiatives have been identified with the “how” and “what to do” to come next.

ADJOURNMENT

There being no further business to come before the Board, the consensus of the Board was to close the meeting. The meeting adjourned at 12:55 p.m.

Dr. H. Lee Jordan, Jr.

Chairman

Lorraine Hocker, Executive Director/CEO

Secretary/Treasurer