

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held June 15, 2017, at the Lake County Housing Authority Central Office, 33928 North US Highway 45, Grayslake, IL 60030.

Present: (Physically present unless noted otherwise.)
Dr. H. Lee Jordan, Jr., Chairman
Sylvia Valadez, Vice Chairman
Dawn Abernathy, Commissioner
Curtis Robinson, Commissioner

Absent: Kevin Considine, Commissioner
Scott Helton, Commissioner
(Vacant) Commissioner

Others Present: David A. Northern, Sr., Executive Director/CEO
Tiffany A. Gonzalez, Deputy Director
Khadija Darr, Director of Finance
Keon Jackson, Director of Capital Improvements
Ryan Brandes, Modernization Coordinator
Valerie Rogers, Executive Secretary
Brian Grach, Authority Attorney
Timothy Fitch, Lake County Deputy Sheriff

ROLL CALL

Noting that a quorum of Commissioners was present, Chairman Jordan called the meeting to order at 5:32 p.m. Roll call was taken and the following Commissioners were present: Abernathy, Robinson, Valadez, Jordan. Absent: Considine, Helton. One Commissioner position is vacant.

It was noted that as per the *Open Meetings Act* (5 ILCS 120/2.02) notice of this meeting was duly posted with agenda 48 hours in advance of the meeting; prior to 5:30 p.m. on Tuesday, June 13, 2017 at the Central Office, 33928 North US Highway 45, Grayslake, IL 60030 and on the Lake County Housing Authority website, www.lakecountyha.org.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENT

Chairman Jordan opened the floor for public comment. No one requested to be heard.

MINUTES – 5/18/17 REGULAR MEETING

MINUTES – 5/18/17 EXECUTIVE SESSION – Personnel Issues, Pending & Probable
Litigation, Security Procedures, Real Estate Transaction

After discussion, Ms. Valadez moved, seconded by Mr. Robinson, to approve the Minutes of the May 18, 2017 Regular Meeting and Executive Session-Personnel Issues, Pending & Probable Litigation, Real Estate Transactions as presented. The Board voted as follows: Ayes: Abernathy, Robinson, Valadez, Jordan. Absent and Not Voting: Considine, Helton. Motion Carries.

FINANCE REPORT

The Board of Commissioners of Lake County Housing Authority requests that all bills are paid in a manner appropriate to avoid late fees. In addition, to facilitate a smooth, responsible financial operation the Board acknowledges disbursements may be made prior to the regular scheduled monthly Board meeting.

Chairman Jordan conducted a review of the bills and provided a recommendation to the Board. The list of bills and financial report was provided by Director of Finance Khadija Darr.

(See Exhibits 01, 02)

After discussion Ms. Valadez moved, seconded by Ms. Abernathy to approve the List of Bills as presented. The Board voted as follows: Ayes: Abernathy, Robinson, Valadez, Jordan. Absent and Not Voting: Considine, Helton. Motion Carries.

REPORTS

Without formal action the consensus of the Board was to proceed with the following as reported. The following reports were provided.

Public Housing Program,	Tiffany A. Gonzalez, Deputy Director
LCHA Rentals	(See Exhibit 03)
FUP ¹ , FSS ² , Housing Counseling	Yolanda Lynn, Director of Voucher Intake
Resident Services	(See Exhibit 04)
Housing Choice Voucher Program	Corinne Jordan, Director of Voucher Management
	(See Exhibit 05)
Capital Improvements,	Keon Jackson, Director of Capital Improvements
Procurement, Maintenance	(See Exhibit 06)
Paybacks & Complaints	Renee Prior, Income/Security Investigator
	(See Exhibit 07)
Human Resources	Lefran Elgezdi, Human Resources Manager
	(See Exhibit 08)
FOIA/OMA ³ , Travel-Training	Valerie Rogers, Executive Secretary/FOIA & OMA
	(See Exhibit 09)

Other Matters

1. Deputy Director Tiffany A. Gonzalez attended the Chicago Metropolitan Fair Housing Convening: Advancing Regional Prosperity on 5/12/17 hosted by the Chicago Area Fair Housing Alliance (CAFHA) and Enterprise Community Partners, Inc. County, municipal, and public housing

¹ Family Unification Program

² Family Self-Sufficiency Program

³ Freedom of Information Act. Open Meetings Act.

authority administrators from throughout the Chicago Metropolitan Area were invited to join leaders in the field of fair housing and community development for a comprehensive fair housing training. The convening featured local and national legal, policy, and planning experts and provided information on the U.S. Department of Housing and Urban Development's 2015 rule on Affirmatively Furthering Fair Housing, the new Assessment of Fair Housing requirements, and tools to enhance place-based equity. Training attendees gained an understanding of emerging fair housing trends, best practices in community planning and development, and took part in shaping a unified vision for advancing regional prosperity.

2. Mr. Northern attended the Waukegan Township Swearing-In Ceremony on May 15, 2017 for the elected officials. It was a great opportunity to meet with community partners and promote the great workings of Lake County Housing Authority. (See Exhibit 10)
3. Deputy Director Tiffany A. Gonzalez attended the YWCA Lake County Women of Achievement Leadership Luncheon on May 18, 2017, 11:00 a.m. – 1:30 p.m. at Noah's Event Venue in Lincolnshire, IL. This event is their signature fund raising event which the proceeds directly fund their community-wide programs that serves over 30,000 women, children and families.
4. Mr. Northern proudly announced this year LCHA is the recipient of eleven (11) *NAHRO Awards of Merit* in Housing and Community Development. The awards will be presented at a reception exclusively for award winners on Sunday, July 16, 2017 from 5:30-6:30 p.m. during NAHRO's Summer Conference in Indianapolis, IN at the Marriott Indianapolis Downtown Hotel.

The awards are for the following LCHA entries:

(2) Proactive Panel Discussion on Race Relations in the Suburbs*
Family Self Sufficiency's Regional Collaboration*
Realtor's Workshop*

*Also nominated for a National *Awards of Excellence*.

Family Literacy Night
Home Improvement Grant
LCHA Online Waiting List
Public Housing Resident Newsletter
Public Relations Innovation
Toys for Tots
Website Innovation

We received our first NAHRO Award of Merit in 2009. Each year we endeavor to continue to improve services to participants and have, as of now, earned 43 recognitions from NAHRO for our efforts. As always, these accomplishments are only possible with the invaluable support of each Commissioner. LCHA is grateful and pleased to share these honors with the Board.

5. Mr. Northern announced he will be out of the country from June 22 – 26, 2017 with no access to email. Deputy Director Tiffany A. Gonzalez will be available and in charge in his absence. She may be reached as follows:

Tiffany A. Gonzalez/Deputy Director/tgonzalez@lakecountyha.org/847 223-1170 ext. 2540

6. This month LCHA's tree service vendor Winkler Tree Service made a donation to the agency of seven (7) truck-loads of mulch. This was delivered to each of LCHA's senior and/or tower buildings at no charge. This vendor has done substantial work for LCHA over the last few years and always has been very professional. In years past LCHA has purchased mulch to help secure and beautify its sites and this donation meets the need while preserving resources.
7. LCHA staff has been working on a number of energy efficiency projects in the last year that have brought approximately \$340,000 in grant funds into the agency. As these projects have run successfully we have also been able to share information and contacts with other housing agencies such as McHenry and North Chicago and local municipalities such as Lindenhurst for them to secure \$80,000 that we know of. All of the LCHA projects have set us up for substantial energy saving and lower maintenance cost for the years to come along with highlighting LCHA as a model resource for efficiency in the area.
8. In accordance with HUD regulations 24 CFR Section 903.17, LCHA conducted a public hearing on 6/7/17 for its FY 2018 PHA Plan. The proposed PHA Plan and all information relevant to the hearing and proposed plan were made available for inspection by the public at the principal office of the PHA during normal business hours and published in a notice (website and local news media) informing the public the information is available for public review. The proof of posting and the summary is attached. (See Exhibits 11, 12)
9. HUD sets income limits that determine eligibility for assisted housing programs including the Public Housing, Section 8 project-based, Section 8 Housing Choice Voucher, Section 202 housing for the elderly, and Section 811 housing for persons with disabilities programs. HUD develops income limits based on Median Family Income estimates and Fair Market Rent area definitions for each metropolitan area, parts of some metropolitan areas, and each non-metropolitan county.

HUD posted the 2017 income limits but made it effective retroactive to 4/14/17. As per the attached article, PHADA is contesting the effective date and process for notifying the agencies affected. LCHA is also formulating comments along the same lines for submission to HUD. (See Exhibit 13)
10. Mr. Northern reminded the Board the 2017 Gala is fast approaching. We need to finalize counts and ask you to confirm if you will be attending. Please let Valerie Rogers know as soon as possible. Thank you for your cooperation.
11. Mr. Northern circulated a Thank You note from the Audrey Nixon family for flowers sent for her funeral service.
12. Lake County Housing Authority completed its calendar year 2017 review of Rosewood Apartments pursuant to the 236(e)(2) Contract Administration Agreement. There were no findings. The Summary Report (form HUD-9834) has been given to Rosewood and LCHA received \$8,400.00 for its services pursuant to the Agreement.
13. Mr. Northern explained in June, HUD is increasing the proration for the Operating Fund from 85% to a 92.89% proration. The proration represents a cumulative amount for the year. Since PHAs received payments based on a lesser yearly proration for the first few months of the year, June's payment will be greater to compensate for the initial underfunding. This is known as a "true up." As such, many PHAs may see a significant increase in Operating Fund subsidy in June as a result of this true up. The July payment will more accurately represent the new monthly amount under the new proration.

14. Board Goals. Mr. Northern distributed *LCHA's Departmental Strategic Goals* for the Board of Commissioners that was created in 2015. He asked the Board to review the goals and objectives and advise him of any changes they may wish to incorporate. (See Exhibit 24)

OLD BUSINESS

Brookstone and Regency at Cole Park - Update



The progress is sensational. The reformation is physically happening. We continually meet with local public officials and community members to discuss local participation, Section 3, advertising, partnerships and work opportunities.

There are scheduled meetings via conference call 2nd Thursday of the month and on site meetings the last Thursday of every month (2 week increments).

NEW BUSINESS

Approval of Travel Expenses

1. 4/30/17 – 5/3/17 PHADA 2017 Annual Convention
Chicago, IL – David A. Northern, Sr., ED/CEO. (See Exhibit 14)
2. 4/30/17 – 5/3/17 PHADA 2017 Annual Convention
Chicago, IL – Dr. H. Lee Jordan, Jr., Chairman. (See Exhibit 15)
3. 5/3/17 - 5/5/17 NCRC NAHRO 2017 Regional Conference
Detroit, MI – David A. Northern, Sr., ED/CEO. (See Exhibit 16)

Commissioners and the Executive Director/CEO must complete and submit a *Travel Authorization Form* or an *Expense Report Form* to the Board for approval by a roll call vote at an open meeting no later than the next regular Board meeting following the final date of travel or, if less than 14 calendar days between the final date of travel and the next regular Board meeting, by the 2nd regular Board meeting following the final date of travel.

After discussion, Ms. Valadez introduced the following Resolution:

RESOLUTION NO. 2017-95

APPROVAL OF TRAVEL REPORT EXPENSES

After discussion Ms. Valadez moved, seconded by Mr. Robinson to approve the Travel Report Expenses as presented.

(See Exhibits 14, 15, 16)

Roll Call Vote:

Ayes:Abernathy, Robinson, Valadez, Jordan

Nays:None

Absent:Considine, Helton

Abstain:None

Motion:Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 15, 2017.

Dr. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Bids

Capital & Operating Funds

1. Interior Mailbox Replacement – Millview & Orchard Manors – AMP 3

After discussion, Ms. Valadez introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-96
(CAPITAL & OPERATIONS FUND)
INFORMAL BID AWARD FOR PURCHASE OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
INTERIOR MAILBOX REPLACEMENT
MILLVIEW MANOR & ORCHARD MANOR – AMP 3

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bid is approved and the appropriate staff are authorized to issue purchase orders for said materials, labor and/or service.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Budget Mailboxes.com	Interior Mailbox Replacement	Millview Manor Orchard Manor, Antioch/AMP 3	\$2,201.97

(See Exhibit 17)

After discussion Ms. Valadez moved, seconded by Ms. Abernathy to adopt Resolution 2017-96.

Roll Call Vote:

Ayes:Abernathy, Robinson, Valadez, Jordan.

Nays:None

Absent:Considine, Helton

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 15, 2017.

Dr. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Capital Fund

1. No-Smoking Signs – AMPs 2 & 3

After discussion, Ms. Valadez introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-97

(OPERATING)

**INFORMAL BID AWARD FOR PURCHASE OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
NO-SMOKING SIGNS – AMPS 2 & 3**

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bids are approved and the appropriate staff are authorized to issue a purchase order for said equipment, materials, labor and/or services.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
HD Supply	No-Smoking Signs	AMPs 2 & 3	Not To Exceed \$3,245.45

(See Exhibit 18)

After discussion Ms. Valadez moved, seconded by Ms. Abernathy to adopt Resolution 2017-97.

Roll Call Vote:

Ayes:Abernathy, Robinson, Valadez, Jordan.

Nays:None

Absent:Considine, Helton

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 15, 2017.

Dr. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Operating Fund

1. Unit Turnaround – 161 May Street, Grayslake – AMP 4

After discussion, Ms. Valadez introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-98

(OPERATING)

INFORMAL BID AWARD FOR PURCHASE OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

UNIT TURNAROUND – 161 MAY STREET, GRAYSLAKE – AMP 4

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bids are approved and the appropriate staff are authorized to issue a purchase order for said equipment, materials, labor and/or services.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
J & J Property Investments, LLC	Unit Turnaround	161 May Street, Grayslake/AMP 4	Not To Exceed \$13,190.00

(See Exhibit 19)

After discussion Ms. Valadez moved, seconded by Ms. Abernathy to adopt Resolution 2017-98.

Roll Call Vote:

Ayes:Abernathy, Robinson, Valadez, Jordan.

Nays:None

Absent:Considine, Helton

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 15, 2017.

Dr. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

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2. Fence Installation – 100 Oakwood, Antioch – AMP 5

After discussion, Ms. Valadez introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-99

(OPERATING)

INFORMAL BID AWARD FOR PURCHASE OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

FENCE INSTALLATION – 100 OAKWOOD, ANTIOCH – AMP 5

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bids are approved and the appropriate staff are authorized to issue a purchase order for said equipment, materials, labor and/or services.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Dean Investments	Fence Installation	100 Oakwood, Antioch/AMP 5	Not To Exceed \$4,290.00

(See Exhibit 20)

After discussion Ms. Valadez moved, seconded by Ms. Abernathy to adopt Resolution 2017-99.

Roll Call Vote:

Ayes:Abernathy, Robinson, Valadez, Jordan.

Nays:None

Absent:Considine, Helton

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 15, 2017.

Dr. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

3. Concrete Replacement – Orchard Manor, Beach Haven & Shiloh – AMPs 2 & 3

After discussion, Ms. Valadez introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-100

(OPERATING)

**INFORMAL BID AWARD FOR PURCHASE OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
CONCRETE REPAIRS – AMPS 2 & 3
ORCHARD MANOR, BEACH HAVEN & SHILOH TOWERS**

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bids are approved and the appropriate staff are authorized to issue a purchase order for said equipment, materials, labor and/or services.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Meyers Construction	Concrete Repairs	Orchard Manor, Antioch, Beach Haven, RLB & Shiloh, Zion/AMPs 2 & 3	Not To Exceed \$10,995.00

(See Exhibit 21)

After discussion Ms. Valadez moved, seconded by Ms. Abernathy to adopt Resolution 2017-100.

Roll Call Vote:

Ayes:Abernathy, Robinson, Valadez, Jordan.

Nays:None

Absent:Considine, Helton

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 15, 2017.

Dr. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

LCHA Rentals

1. Unit Turnaround – 1338 Hainesville Road, Round Lake Beach

After discussion, Ms. Valadez introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-101

(LCHA RENTALS)

INFORMAL BID AWARD FOR PURCHASE OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

UNIT TURNAROUND – 1338 HAINESVILLE ROAD, ROUND LAKE BEACH

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bids are approved and the appropriate staff are authorized to issue a purchase order for said equipment, materials, labor and/or services.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
J & J Property Investments, LLC	Unit Turnaround	1338 Hainesville Road, Round Lake Beach	Not To Exceed \$10,330.00

(See Exhibit 22)

After discussion Ms. Valadez moved, seconded by Ms. Abernathy to adopt Resolution 2017-101.

Roll Call Vote:

Ayes:Abernathy, Robinson, Valadez, Jordan.

Nays:None

Absent:Considine, Helton

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 15, 2017.

Dr. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Change Order

Operating

1. Resolution 2015-102 Approved 6/18/15
Fee Accounting Services – Central Office - \$60,000.00/Year
Hawkins, Ash, Baptie & Company
CO #1: Time Extension Only – 1 Additional Year. Approved 5/19/16
CO #2: Time Extension Only – 1 Additional Year.

After discussion, Mr. Robinson introduced the following Resolution:

RESOLUTION NO. 2017-102

APPROVAL OF OPERATING FUND CHANGE ORDER

(See Exhibit 23)

After discussion Mr. Robinson moved, seconded by Ms. Abernathy to approve the Operating Fund Change Order as presented.

Roll Call Vote:

Ayes:Abernathy, Robinson, Valadez, Jordan

Nays:None

Absent:Considine, Helton

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 15, 2017.

Dr. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Commissioner Roundtable - Discussion

This segment provided for discussion items as introduced by Commissioners.

Vice Chairman Valadez initiated a discussion on the Board meeting time and location. A suggestion was made to return to daytime and to make the Grayslake location perpetual for all meetings. Additional discussion will be held at a future meeting.

Further discussion ensued on the unfilled positions of LCHA Board Members. A suggestion was made for the Board to send a letter to Lake County Chairman Lawlor regarding the incomplete LCHA Board.

Commissioner Abernathy initiated a discussion on the travel policy. The Board requested a copy of the policy for discussion at a future meeting.

Mr. Northern noted two action items are to be addressed: A draft letter to Chairman Lawlor regarding the appointment of LCHA Commissioners and supplying the Board with the current travel policy.

It was mentioned the Annual Meeting is scheduled for 7/6/17. Discussion revealed an insufficient number of Board Members would be able to attend on 7/6/17 to allow for a meeting to be held. The Board consensus was to reschedule the meeting to 7/5/17 at 12:30 p.m. at the central office in Grayslake.

Executive Session – Personnel Matters, Pending & Probable Litigation, Real Estate Transactions

At 6:13 p.m. Ms. Abernathy moved, seconded by Mr. Robinson, to go into Executive Session to discuss Personnel Matters, Pending & Probable Litigation, Real Estate Transactions. The Board voted as follows: Ayes: Abernathy, Robinson, Valadez, Jordan. Nays: None. Absent and Not Voting: Considine, Helton. Motion Carries.

The Board returned to open session at 6:32 p.m. and roll call was taken. Present: Abernathy, Robinson, Valadez, Jordan. Absent: Considine, Helton.

The current travel policy was distributed to the Board members.

ADJOURNMENT

There being no further business to come before the Board, Ms. Abernathy moved, seconded by Ms. Valadez to adjourn the meeting. The Board voted unanimously in favor of the motion. Motion Carries. Meeting adjourned at 6:33 p.m.

Dr. H. Lee Jordan, Jr.
Chairman

David A. Northern, Sr.
Secretary/Treasurer
Executive Director/Chief Executive Officer