

Lac du Flambeau

Chippewa
Housing
Authority

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CHA Board of Commissioners
Board Meeting Minutes
Thursday, September 6, 2012

Present: Vince St. Germaine, Wendy Diver, Elmer Risingsun, Albany Potts, Jr., and Charles "Gus" Theobald. Others present: Marilyn Miller, Executive Director; Jenifer Thompson, CHA Finance Officer; and Eric Lochen, Advisor. Meeting called to order at 10:30 a.m.

I. Letter to CHA tenants, residents of LOTC and 3-Fires (dated Aug 31, 2012):

[Wendy is excused and exits meeting at 12:30 p.m. Marilyn is appointed Secretary Pro-tem. Albany is excused and exits at 2:15 p.m. Cecelia Miller, CHA Compliance officer enters the meeting at 2:20 p.m. and Jenifer exits meeting at 2:30 p.m.]

1. Elmer motions to direct (1) the CHA Financial Officer to draft a letter to the LOTC & 3 Fires tenants for reissue; and (2) for the ED to provide a public notice on CHA's website that will include information that this action represents efforts by this Administration to correct actions not taken in the previous five (5) years by previous CHA administrations. Gus seconds the motion, motion carried.
2. Elmer motions to amend the proposed rent calculations and limit to a maximum of 50% increase in any one year, and publicize the board's intentions to seek a remedy to allow rent increases in a progressive manner, possibly over 3 years, and make appropriate budget cuts as needed. Gus seconds and motion carried.

II. Letter to the Council: Recent meeting of the Board with the Tribal Council: Elmer motions to direct the CHA legal advisor to assist in drafting communication regarding an incident at Aug. 27, 2012 Council meeting. Motion second by Gus; motion carried.

III. Veteran's building. Gus motions to accept the Tribal Veterans' recommendation to name the building in honor of a tribal veteran. Elmer seconds the motion and motion carried.

[Jenifer re-enters the meeting at 3:30 p.m.]

IV. CHA 2013 Budget: The board reviews recommendations from the CHA Finance Officer, see memo dated September 5, 2012; and takes the following actions:

1. Elmer motions to accept the Tribal Council's determination that Tribal Elder distributions will not be counted as income in the calculation of rent, for NAHASDA purposes. Motion second by Gus, motion carried.
2. Elmer motions to adopt policy on tribal distributions, for NAHASDA purposes, will not be counted in the calculation of rent. Motion second by Gus, motion carried.
3. Elmer motions to adopt a policy on zero-income, to impose a limit of six months to be afforded to CHA tenants, during which time they must seek resources for self-sufficiency. Motion second by Gus, motion carried.
4. Elmer motions to accept the recommendation for rental caps but to limit any rent increase to a maximum of 50% in any given year, and adjust the CHA budget and rental income line item accordingly. Gus seconds the motion, motion carried.

5. Elmer motions to accept the recommendation for changes to utility allowances as presented. Gus seconds the motion, motion carried.
6. Elmer motions to deny request for polo shirt uniforms; Gus seconds, motion carried.
7. Gus motions to increase the CHA Management fee to \$38 per hour, well below the \$46 charge that is allowable. Elmer seconds the motion, motion carried.
8. Gus motions to accept the recommendation to increase the CHA Labor rate to \$27 per hour as recommended. Elmer seconds the motion, motion carried.
9. Elmer motions to accept the recommendation for capital expenditures but not to exceed \$50,000 for the next fiscal year. Motion second by Gus, motion carried.
10. Elmer motions to provide for computer hardware replacement of \$25,000 and adds the expected software purchase of \$100,000. Motion second by Gus, motion carried.

2013 Budget: Motion by Elmer to adopt the 2013 CHA budget as amended; motion second by Gus and motion carried. [Jenifer and Ciss exit at 4:30 and 5 p.m. respectively]

IV. Travel/Training:

1. Gus motioned to approve NAHASDA training in Duluth on Sept 26 & 27. Elmer seconds, motion carried.
2. The ED requests to attend NAIHC's Tribal Housing Financial Management, part 2 in Oklahoma in October. Gus motions to approve, Elmer seconds, and motion carried.

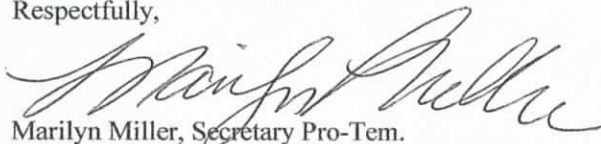
V. CHA Occupancy Policy:

1. Gus motions to amend policy on criteria of "High Risk" Tenants and to refine CHA monitoring procedures for these tenants. Motion second by Elmer, motion carried.
2. Elmer motions to amend policy on debts owed by deceased tribal members if it is an allowable expense, restricted to non-NAHASDA related funding, in accordance with funding source rules. Motion second by Gus, motion carried.
3. Motion by Elmer to amend the policy to add "any violent behavior connected to domestic violence incidents" for grounds for immediate termination of CHA lease. Motion second by Gus, motion carried.
4. Motion by Gus to direct attorney to draft new policy to address illegal drug use "on or near CHA property" and calls for a termination of lease regardless of location in the case of a conviction. Motion second by Elmer, motion carried.

VI. CHA Trustees: Motion by Elmer to designate CHA Trustees for purpose of signatories for CHA employee retirement fund accounts, be limited to CHA Board of Commissioners and the Executive Director. Motion second by Albany Potts, Jr., and motion carried.

Adjournment: Motion to adjourn by Gus, second by Elmer; motion carried 6:30 p.m.

Respectfully,



Marilyn Miller, Secretary Pro-Tem.