



Lac du Flambeau

Chippewa
Housing
Authority

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Chippewa Housing Authority

Special Board Meeting Minutes

October 4, 2012

Meeting called to order at 5:15 p.m. Roll Call: Present: Vince St. Germaine (Board Chairperson), Albany Potts, Jr. (Vice-Chairperson), Wendy Diver (Secretary/Treasurer), Charles "Gus" Theobald, and Elmer Risingsun. Others present: M. Miller, Executive Director.

I. Chairman's Report:

Elmer motions to go into Executive Session, second by Albany, motion carried. As a result of Executive Session:

- A. Regarding Tenant Case (R & AC) to hold eviction process due to serious illness, pending a wage assignment by CHA per tenant and due 3rd week of each month for \$157 (\$57/month rent and \$100/month towards arrears until satisfied); motion by Elmer; second by Albany; motion carried.
- B. Regarding Tenant Case (R & AM), discussion of common household mold problems: cause/effect, remedies, and preventative measures. The board directed the ED to direct CHA Building Inspector to follow up to identify the problem and design a remedial course of action as soon as possible.
- C. Discussion of CPA services for CHA: follow up to be provided including a draft of a memorandum of understanding and confidentiality statement for the board's review at the next meeting (October 10, 2012).

II. Secretary/ Treasurer's Report:

- A. Minutes of September 28, 2012: Motion to accept by Wendy Diver, second by Elmer; motion carried.
- B. Financial Reports provided in meeting packet, received from CHA Finance Officer: Budgets for CHA and housing projects for FY 2013.

III. Executive Director's Report:

- A. Discussion of CHA response due to USDA Rural Development by October 14, 2012. Consultant, C. Vick, to return to CHA to assist in preparing the response.
- B. HR Staffing Report: Reassignments are being accepted and followed through; Plans for new Tenant Accounts Receivable window in reception area underway; and three (3) appointments thus for CHA's Labor Pool assignments.
- C. LP Gas Bid, re-posted per Board request: New deadline is Oct. 19th.

IV. New Business:

- A. CHA Veteran's Building: Motion by Albany to proceed with the development of a Letter of Understanding for CHA and partners (LCO tribal college and LOTC) for an extension of the CHA Veterans building for classroom training; motion second by Wendy; motion carried.

9:30 p.m. Motion to adjourn by Albany; second by Wendy; motion carried.

Respectfully,

Wendy Diver, CHA Board Secretary/Treasurer

"Providing healthy, safe, and affordable housing."